

FEES to: TENANTS

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BEFORE YOU MOVE IN			
SERVICE	DETAILS	Fee excl. VAT	Fee inc. VAT
Tenancy Agreement Fee (Tenant's share) For One tenant	Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement	£200	£240
Additional Tenant Fee	Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement	£50	£60
Reference Fee per Tenant	Credit, employment, landlord and right to rent checks, progressing the application and referencing process.	£50	£60
Permitted Occupant Check Fee	We must check every occupant over 18 has the legal right to rent in the UK	£20	£30
Guarantor Fee	Covering referencing and preparing the Tenancy Agreement	£50	£60
Bank Reference Fee		Refer to your bank as charges may vary	Refer to your bank as charges may vary
Security Deposit	Where applicable this deposit will be protected in a government-authorized scheme and may be returned at the end of the tenancy.	Equivalent to six weeks rent (unless otherwise agreed)	Equivalent to six weeks rent (unless otherwise agreed)
Pet Deposit	Where applicable this deposit will be protected in a government-authorized scheme and may be returned at the end of the tenancy.	Equivalent to two weeks rent (unless otherwise agreed)	Equivalent to two weeks rent (unless otherwise agreed)
Deposit Registration Fee	For registration and updating of	£40	£48

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(Tenant's share)	your deposit in the Tenancy Deposit Scheme (AST's only).		
Inventory and Check In Fee (Tenant's share)	An independent Inventory Clerk will attend the property to undertake Schedule of Condition.	Inventory Company charge dependant on size and content of property	Inventory Company charge dependant on size and content of property
Stamp Duty	Due on tenancies that amount to over £125,000.		
Withdrawing from Tenancy	When your offer is accepted, subject to contract, you will be asked to pay a Pre Tenancy Application Charge equivalent to one week's rent or £600 (inc VAT).	You will receive a receipt for these funds which details terms and conditions. In the event that you withdraw from the tenancy any reasonable charges as detailed above and within the receipt will be deducted from this payment. To a maximum of £250 + VAT (£300 inc VAT) per person	
DURING YOUR TENANCY			
Agreement Amendment Fee	Contract negotiation, amending terms and updating your tenancy agreement during your tenancy	£200	£240
Agreement Extension & Renewal Fee	Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.	£100	£120
Call out services (including out of hours)	Where actions of the tenant result in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate.	To a maximum of £200 per hour plus any actual costs incurred	To a maximum of £240 inc VAT per hour plus any actual costs incurred
Last minute cancellation of prearranged visit	In the event that the tenant cancels a prearranged property visit	£100 per visit	£120 per visit
ENDING YOUR TENANCY			
Last minute cancellation or change of inventory appointment		£50	£60

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OTHER FEES AND CHARGES			
Hourly rate	For Landlord or Landlord's Agent replacing any damaged or broken items and reinstating any fixtures and fittings to its original position as reflected in the inventory check in.	£50	£60
Unpaid Rent / Returned Payments	Interest at 4% above Bank of England Base Rate from date due	£25 per payment unpaid or returned + interest	£30 per payment unpaid or returned + interest
Arrears Letter Charge		£25 per letter sent	£30 per letter sent
Professional Cleaning	The charge will be deducted from the Security Deposit if this has not been carried out at the end of the tenancy. Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.	As per the charge of the cleaning company	As per the charge of the cleaning company
IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF OUR LETTINGS TEAM			