



TENANT SCALE OF CHARGES

TENANT FEES

(All prices ARE INCLUSIVE OF VAT)

All fees must be paid in cleared funds at least one day before your move in date. (Fees may vary from time to time).

Application Fees Payments

Credit and Debit Card

(4% admin/service Charge)

Tenants (FIRST)	£300.00	£312.00
Tenants (Each additional tenant)	£60.00	£62.40
Guarantor	£60.00	£62.40
Right to Rent Check	£10.00	£10.40

At Landlords discretion the following applies.

Upon rent increase if re reference tenants required.	£60.00	£62.40
Additional tenants to add after tenancy commenced.	£300.00	£312.00

This will not be refunded should the applicant pull out for any reason or if the tenancy application fails to proceed due to inaccurate information provided in the tenancy application.

Deposit Requirements

Equivalent to six weeks rent. Eight weeks rent if pets are permitted.

Please note should there be a rent increase during your tenancy it will be the landlord's discretion to decide if they require the deposit to be increased accordingly.

Holding Deposit

Two weeks rent must be paid to secure the property. This will be later used towards your security bond. However this is non-refundable should the tenant pull out last minute for any reason?

Right to Rent:

As of 1st February 2016 all landlords (or the agents acting on their behalf) will be required to check the immigration status of all potential tenants, to ensure they have the right to live in the UK, prior to them taking up residence in a privately rented property. The legislation comes under section 22 of the Immigration Act 2014. The cost of this check is outline above.

Initial: _____



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Other Fees

Re-Let Fees

Renewal of all tenancies & TDS Renewal Administration £ 60.00 £ 62.40

Check into the property

Mon to Fri	(9am – 17:30pm)	No additional Charge	
Mon to Fri	(18pm onwards)	£ 30.00	£ 31.20
Saturday	(13pm – 16pm)	£ 30.00	£ 31.20
Saturday	(16pm onwards)	£ 65.00	£ 67.60
Sundays		£ 65.00	£ 67.60

Fast Track Move in less than five working days £ 65.00 £ 67.60

Check-Out of the property

(Inventory check, update and utility readings etc.) £100.00 - £150 £104.00 - £156.00
Depending on property size/furnished)

Miscellaneous Fees

Call out if locked out (office hours)	£ 40.00	£ 41.60
Call out if locked out (out of office hours)	POA	POA
Late rent Telephone Calls	£ 10.00	£ 10.40
Late rent Letters	£ 35.00	£ 36.40
Bounced rent payments	£ 35.00	£ 36.40
Admin costs to refund overpaid rent paid	£ 15.00	£ 15.60
Missed agreed appointments with agents / contractors	£ 30.00	£ 31.20

Bank Charges

Debit card payments	4.00%
Credit card payments	4.00%
Cash payments	£ 1.50 per £100 paid to the office

Breaking Tenancy Agreement

Should you wish to terminate the tenancy agreement outside the existing parameters set within the Assured Shorthold Tenancy Agreement with the landlords agreement you are liable to pay £200 towards remarketing the property. You also must pay the rent up to the day the new tenant moves in.

Any questions please call us on 01279 401908

Initial: _____