



Fees Charged to Tenants

Without prejudice to the terms of tenancy and unless otherwise agreed in writing the following fees may be charged:-

Before moving in:

- Tenancy application fee, non-refundable once an application is in progress, £180.00 (inc VAT) for the first applicant and £30.00 (inc VAT) for each additional applicant, guarantor or permitted occupier. (Identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers, landlords and any other relevant information to assess suitability and affordability).
- Guarantor Fee £60 (inc VAT).
- Accompanied Check in Fee £48.00 (inc VAT).
- Pets Authorisation fee, £30.00 (inc VAT) (Preparation of additional documentation and determining appropriateness of the pet). An additional pet deposit could be taken and held together with your security deposit in a Government authorised scheme and may be returned at the end of the tenancy.

During the tenancy:

- Tenancy amendment fee, £180.00 (inc VAT) for the first tenant and £30.00 (inc VAT) for each additional applicant or guarantor. (Re-negotiation of tenancy due to change in tenant's circumstances, amending and updating terms or arranging a further tenancy).
- Processing un-presented/bounced cheque, credit card or debit card payments, including bank charges, £30.00 (inc VAT).
- Re-letting the property on behalf of the tenant and with the landlord's consent, letting fee equivalent to 2 week's rent (inc VAT) or a minimum of £300.00 (Inc VAT) whichever is the greater.
- Attending at the property as a consequence of the tenant's failure to comply with the tenancy agreement £60.00 (inc VAT).
- Tenancy Renewal Fee £60.00 (inc VAT).
- Arranging for the removal of rubbish, tending overgrown gardens or the appointment of contractors for any other purpose as a consequence of the tenant's failure to comply with the tenancy agreement £30.00 (inc VAT) in addition to contractor's charges.
- Aborted property visit attendance fee £60.00 (inc VAT).
- Aborted call out of contractors fee £30.00 (inc VAT) in addition to contractor's charge for attendance.
- Sending rent payment reminders, rent demands and arrears statements if you fail to pay rent promptly, £30.00 (inc VAT) for each piece of correspondence after the first reminder.
- Interest charged on late payment of rent, 4% above Lloyds base rate.
- A £3.50 surcharge is payable on all card payments up to £500, amounts above a 2% surcharge
- Supplying copy documents, including duplicate tenancy agreements and inventories £30.00 (inc VAT) per document.
- Response to reference request, £30.00 (inc VAT).