

TENANTS' GUIDE TO FEES AND SERVICES

All fees are inclusive of VAT

One Month's Rent Payable	Rental amount
Tenancy Deposit Protection: (Minimum one month rent payable)	Rental amount
<p>This is payable on the start date of your contract. The Agent or Landlord must protect it using a Government Authorised Tenancy Deposit Scheme within 30 days of receipt. This is to ensure you get all or part of your deposit back when you are entitled and any disputes will be easier to resolve. Deposits will not be released until after you vacate the property and we have written confirmation from the check-out that the property is in a satisfactory condition.</p>	
Administration Fees:	£294.00
<p>Referencing up to <u>Two</u> Applicants: Identity, financial credit checks, obtaining references from current or previous employers /landlords and any relevant information to assess affordability, Right to rent checks on Immigration and visa confirmation and preparation of all tenancy agreement paperwork required for your signature to be signed on your move in date. This date will also be your rental due date moving forward.</p>	
Registration of deposit to The Deposit Protection Scheme:	£60.00
Inventory:	£180.00
<p>Preparation of an Inventory and Schedule of Condition of the property with photographic evidence including all appliances and taking of meter readings for utilities and services. The tenant has the opportunity to check and any amendments noted before signed off as the full and final version.</p>	
Holding Deposit:	£300.00
<p>Payable at the time of application enabling the property to be withdrawn from the market subject to satisfactory credit, affordability, Right to Rent checks. If your application is successful this payment will be deducted from the full amount due at the time of signing the tenancy agreement. This fee is non-refundable if you change your mind, or if you fail on one or all of the references checks</p>	
Renewal Fee:	£30.00
<p>If you and your landlord agree to renew the contract a fee will be payable to produce the appropriate paperwork.</p>	
Ending your Tenancy: Future landlord reference fee:	£30.00
<p>Collating information and preparing a reference for a future landlord or letting agent</p>	
Other Charges if applicable:	
• If there are any guarantors to the tenancy: Per Guarantor Reference Fee	£100.00
• Agreement of Guarantor	£75.00
• If the tenant is a company: Company Reference Fee	£175.00
We accept the following methods of payment:	
<p>Debit or credit card (a surcharge of 50p is applied to a debit card payment and 3% to all credit card payments). Bank transfer (must be cleared funds in account on day of signing) and Cash.</p>	

There will also be a 10% administration charge + VAT on all invoices received for works carried out to a property necessary to restore it to its original condition.