

## Tenant Letting Fees

### **Before you move in:**

#### Tenancy Set Up Fee:

Referencing each applicant (Identity, immigration and visa confirmation, financial credit checks, obtaining referencing from current/previous employers/landlords, and any other relevant information to assess affordability.) as well as contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement.

**£120.00 (Inc VAT)  
per Applicant  
£300.00 (Inc VAT)  
Company Fee**

#### Pet Deposit:

To cover the added risk of property damage, this will be protected with your security deposit in a government authorised scheme and may be returned at the end of your tenancy.

**Security Deposit  
of £100.00 per pet**

### **During Your Tenancy:**

#### Amendment Fee:

Contract negotiation, amending terms and updating your tenancy agreement during your tenancy.

**£42.00 (Inc VAT)**

#### Permitted Occupier Fee:

Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord as well as the provision of documentary guidance and assistance during the tenancy.

**£72.00 (Inc VAT)**

#### Renewal Fee (Tenants Share):

Contract negotiation, amending and updating terms and arranging a further tenancy agreement.

**£35.00 (Inc VAT)**

#### Breach of Tenancy Letter:

Preparing and sending any letter the landlords agent, acting reasonably, has to send to the tenant covering breaches of the tenancy agreement

**£25.00 (Inc VAT)  
per letter**

#### Failure to attend appointment:

Costs to Landlords agent preparing appointments when the tenant fails to attend.

**£25.00 (Inc VAT)**

#### Late rent payment:

Failure to pay the full rent amount or outstanding balance within 7 days of the rent day.

**£25.00 (inc VAT)**

### **Ending Your Tenancy:**

#### Check Out Fee (Tenants Share):

Attending the property to undertake an updated schedule of condition based on the original inventory and negotiating the repayment of security deposits.

**£50.00 (Inc VAT)**

#### Future Landlord Reference Fee:

Collating information and preparing a reference for a future landlord or letting agent.

**£10.00 (Inc VAT)  
per reference  
request**

#### Card Meter Charge:

Failure to return a card meter back to quarterly meters if card meters have been installed during your tenancy without prior written permission from the landlords agent.

**£200.00 (Inc VAT)  
per meter**

### **Other Charges and Fees:**

#### Lost Security Items:

Obtaining necessary permissions, sourcing providers and travel costs.

**£25.00 (Inc VAT)  
plus item costs**

#### Out of Hours Services:

Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the solution is charged at the prevailing rate.

**£50.00 (Inc VAT)  
per hour plus any  
actual costs  
incurred**

#### Professional Cleaning:

Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

**£40.00 (Inc VAT)  
per hour.**

#### Transferring Existing Tenant:

Transferring an application from a previous tenant into a new property and tenancy agreement.

**£72.00 (Inc VAT)**

**PLEASE NOTE: All fees are non-refundable.**