

# FEES TO:

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# TENANTS

## ADDITIONAL NON-OPTIONAL FEES AND CHARGES (IRRESPECTIVE OF LEVEL OF SERVICE):

### BEFORE YOU MOVE IN:

#### Set up fee (tenants share)

Referencing up to two tenants (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or 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 £170 (inc VAT) for up to two tenants

### RIGHT TO RENT

Under the Immigration Act 2014, Right to Rent Checks are now mandatory across England for tenancies starting on or after February 1<sup>st</sup>, 2016. It is our obligation to check that a tenant or lodger can legally rent a residential property in England and before the start of a new tenancy, we will request the necessary documents and make checks for all tenants age 18 and over, even if they're not named on the tenancy agreement.

### Additional Tenant Fee

Processing the application, associated paperwork and referencing £47.50 (inc VAT) per tenant Guarantor Fee

Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement £47.50 (inc VAT) per guarantor (if required) 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 £166.80 (inc VAT) per permitted occupier

#### 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 the tenancy Returnable additional Security Deposit of £325 (inc VAT)

### DURING YOUR TENANCY:

#### Amendment Fee

Contract negotiation, amending terms and updating your tenancy agreement during your tenancy £42 (inc VAT) Renewal Fee (tenants share)

### ENDING YOUR TENANCY:

Collating information and preparing a reference for a future landlord or letting agent £18 (inc VAT) per reference request

### OTHER FEES AND CHARGES:

#### Lost Security Items

Obtaining necessary permissions, sourcing providers and travel costs £60 (inc VAT) plus item cost Out of Hours Services

Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate £ per hour (inc VAT) plus any actual costs incurred

Unpaid Rent | Returned Payments Interest at 8% above Bank of England Base Rate from date due Professional Cleaning (if required)

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

£20 (inc VAT) per hour which will be deducted from the Security Deposit

