

Tenants Fee Structure

Pre-Referencing	Reservation Fee	£100 ¹ (This will be reduced from the first month's rent on move-in)
	Referencing Fee (Potential Tenants, Guarantors & Permitted Occupiers)	£100 per applicant ²
	Tenancy Application Fee	£150 ³
Pre-Move In	Full Deposit	1 month's rent + £100 ⁴
	Pet Deposit	Extra £200 ⁵
	Rent in Advance	1 month ⁶
	Delaying the agreed move in date (payable immediately)	Daily rent charge

Notes

1. The reservation fee does not guarantee you a tenancy, or the property itself. A property will not be 'reserved' until the tenancy application fees & referencing fees are paid as well. The reservation fee will not be refunded unless the landlord decides not to grant you a tenancy despite you passing the referencing process.

2. Each adult over 18 living at the property must be fully referenced including identity, immigration and visa confirmation where applicable, financial credit checks, obtaining references from current or previous employers/ landlords and any other relevant information to assess affordability. The referencing fee is non-refundable under any circumstances apart from if the landlord decides not to offer you the tenancy despite you passing the referencing process.

N.B. Time is of the essence when we commence the referencing process, if we are unable to complete this in a reasonable timescale due to non-response from referees or you being unable to provide suitable evidence, we reserve the right to re-offer the property and no monies paid would be refundable.

3. The tenancy application fee, covering processing of the application, associated paperwork, contract negotiation (amending and agreeing terms) and arranging the tenancy agreement, will only be refunded if you pass the referencing & the landlord decides not to offer you a tenancy.

4. On occasion it may be necessary to take a larger deposit including, but not limited to, where the applicants smoke, have children, have pets, are claiming housing benefit or specific items/terms are requested by the tenant.

5. To cover the added risk of property damage. This will be protected along with your 'Full Deposit' in the Deposit Protection Scheme and may be returned at the end of the tenancy as long as it is returned in the same condition or better than on move-in.

6. If the references/credit checks are not satisfactory the landlord may be willing to accept you as a tenant if you pay a larger rental in advance. Some landlords may give you a discount on the rent for upfront payment.

7. This is an indication only and reservation fees, deposits & rents in advance may vary depending on the property being taken and the landlord's specific requirements. All fees (other than deposits, which are VAT exempt) include VAT @ 20% where applicable.

During Your Tenancy	Amendment/ Renewal Of Contract	£50
	Referencing fee for each new tenant	£100
Other Fees & Charges	Cleaning/Repairs/Replacement of missing or broken items	Item cost plus 12% or price as quoted by local contractor
	Rent arrears <ul style="list-style-type: none"> - charged 5 working days after rent due date - and each subsequent month until no arrears exist - or until property is vacated 	£6 per phone call/email £12 per letter £24 per home visit Subject to a £30 minimum & £60 maximum monthly charge
	Leaving property before end of tenancy term by agreement	£300
	Additional inspections <ul style="list-style-type: none"> - due to unsatisfactory inspection - or access prevented/missed appointment 	£30
	Legal Notice for Eviction - "Section 8" <ul style="list-style-type: none"> - due to breach of tenancy agreement 	£180
	Out Of Hours Services <ul style="list-style-type: none"> - Where actions of the tenant result in the agent attending the property 	£50 per hour (plus any costs incurred)
	Lost Security Items	£25 + item cost
	Failure to leave property at expiry of <ul style="list-style-type: none"> - Section 8 notice - Section 21 notice 	£180