



Tenant Fees

As well as paying rent, as agreed (usually quarterly or monthly in advance), you will also have to pay the following:

BEFORE YOU MOVE IN:

Fee	Defined
Administration Fee to secure property	£200 (inc VAT) for one applicant £320 (inc VAT) for two or more applicants Non-refundable as the property will be removed from the market pending the referencing process. This fee includes the cost of references.
Bank Reference Fee	Refer to your bank as charges may vary
Guarantor Fee	£150 (inc VAT) per guarantor (if required)
Deposit	Equivalent to one and a half months rent (unless otherwise agreed) This will be protected in the Deposit Protection Service (if an AST) and may be returned at the end of the tenancy
Inventory Check In Fee	Inventory Company charge dependant on size and content of property. From £90 (inc VAT).

DURING YOUR TENANCY:

Fee	Defined
Amendment Fee	£50 (inc VAT) Contract negotiation, amending terms and updating your tenancy agreement during your tenancy, including any change of tenant (where our referencing fees will also apply)
Renewal Fee	£50 (inc VAT) Contract negotiation, arranging the Memorandum of Renewal document

ENDING YOUR TENANCY:

Fee	Defined
Check Out Fee	Inventory Company charge dependant on size and content of property. From £90 (inc VAT).

OTHER FEES AND CHARGES:

Fee	Defined
Unpaid Rent / Returned Payments	Interest at 4% above Bank of England Base Rate from date due. Arrears letters to Tenant for unpaid/late rent will be £20 (inc VAT) per letter sent.
Professional Cleaning	As per the charge of the cleaning company. The charge will be deducted from the Security Deposit if this has not been carried out at the end of the tenancy. Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.