



FEES TO: TENANTS

BEFORE YOU MOVE IN:

Set up fee (Tenant's share) up to £100 (inc VAT) per tenant – dependent on criteria.

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.

Additional Tenant fee £50 (inc VAT) per tenant
Processing the application, associated paperwork and referencing

Guarantor Fee – first Guarantor free second £50 (inc VAT) (if required)
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement

Administration fee £150 (inc VAT)
Preparation of Tenancy Agreement, Inventory, Standing Order form, lodgement of deposit.

DURING YOUR TENANCY:

Amendment fee £25 (inc VAT)
Contract negotiation, amending terms and updating your tenancy agreement during your tenancy

Renewal fee (tenant's share) £50 (inc VAT)
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

Replacement copy of lost agreement £5 (inc VAT)

Photocopy of Inventory £5 (inc VAT)

Photocopy of photographic inventory £10 (inc VAT)

OTHER FEES AND CHARGES:

Professional cleaning (if required) £10 (inc VAT) per hour which will be deducted from the Security Deposit.

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

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF