FEES TO: TENANTS

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CLIENT MONEY PROTECTION (CMP) PROVIDED BY: **ARLA**

INDEPENDENT REDRESS PROVIDED BY: **TPOs**

BEFORE YOU MOVE IN:

Set up fee (tenant's share) £150.00 (inc VAT) one person
Referencing for one tenant (identity, immigration and visa confirmation, financial credit check, 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 Fees £99.00 (inc VAT)
£230.00 (inc VAT) Company applications
Processing the application, associated paperwork and referencing

Guarantor Fee £108.00 (inc VAT) per guarantor (if required)
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement

Permitted Occupier Fee £150.00 (inc VAT) per permitted occupier
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

Accompanied Check-in Fee £ Dependant on size of property (inc VAT)
Preparing an Inventory and Schedule of Condition of the property, explaining how appliances function and taking meter readings for utilities and services

Pet Deposit Returnable additional Security Deposit of £ N/A
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

DURING YOUR TENANCY:

Amendment Fee £420.00 (inc VAT)
Contract negotiation, amending terms and updating your tenancy agreement during your tenancy

Renewal Fee (tenant's share) £49.00 (inc VAT)
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

ENDING YOUR TENANCY:

Check out Fee (tenant's share) £ Dependant on size of property (inc VAT)
Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit(s)

Future Landlord Reference Fee £ N/A (inc VAT) per reference request
Collating information and preparing a reference for a future landlord or letting agent

OTHER FEES AND CHARGES:

Lost Security Items £ N/A (inc VAT) plus item cost
Obtaining necessary permissions, sourcing providers and travel costs

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

Unpaid Rent / Returned Payments Interest at 5% above Bank of England Base Rate from date due

Professional Cleaning (if required) £ Dependant on size of property (inc VAT) per hour which will be deducted from the Security Deposit
Only charged where professional cleaning is necessary.

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