## Lettings charges to tenants



## Before you move in

<ul> <li>Full tenant reference fee</li> <li>Processing the application, associated paperwork and referencing</li> </ul>	£25.20 (inc VAT) per tenant
<b>Set up fee (tenant's share)</b> Set up and preparation of tenancy agreement, contract negotiation (amending and agreeing terms). Arranging tenancy agreement including all associated paperwork and administrative needs	£240 (inc VAT) per tenancy
<ul> <li>Guarantor fee</li> <li>Covering credit referencing and preparing a deed of guarantee as part of the tenancy agreement</li> </ul>	£25.20 (inc VAT) per guarantor (if required)

## During your tenancy

<ul> <li>Amendment fee</li> <li>Contract negotiation, amending terms and updating your tenancy agreement during your tenancy</li> </ul>	Fee based on charge per hour - see fee schedule
<ul> <li>Pet deposit</li> <li>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</li> </ul>	£120 (inc VAT) unless included in initial tenancy agreement negotiation
<ul> <li>Renewal fee (tenant's share)</li> <li>Contract negotiation, amending and updating terms and arranging a further tenancy and agreement</li> </ul>	£120 (inc VAT)

## Other fees and charges

<ul> <li>Future landlord reference fee</li> <li>Collating information and preparing a reference for a future landlord or letting agent</li> </ul>	£60 (inc VAT)
Unpaid rent / returned payments	£60 (inc VAT) applied to each non-payment

Fee schedule available on request

If you have any questions on our fees, please ask a member of staff