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Client Money Protection:



Independent Redress:



## FEES TO TENANTS

### BEFORE YOU MOVE IN

**Set Up Fee (tenant's share): £150.00 (inc VAT) per tenant**  
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: £0.00 (inc VAT) per tenant**  
Processing the application, associated paperwork and referencing.

**Guarantor Fee: £50.00 (inc VAT) per guarantor (if required)**  
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement.

**Permitted Occupier Fee: £50.00 (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: £0.00 (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 £ one month rent**  
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: £50.00 (inc VAT)**  
Contract negotiation, amending terms and updating your tenancy agreement during your tenancy.

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**Renewal Fee (tenant's share): £78.00 (inc VAT)**  
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.

### ENDING YOUR TENANCY

**Check out Fee (tenant's share): £150.00 (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: £50.00 (inc VAT)**  
Collating information and preparing a reference for a future landlord or letting agent.

### OTHER FEES AND CHARGES

**Lost Security Items: £0.00 (inc VAT) plus item cost**  
Obtaining necessary permissions, sourcing providers and travel costs.

**Out of Hours Services: £0.00 per hour (inc VAT) plus 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 8% above Bank of England Base Rate from date due.

**Credit Card transaction fee: 3% of the transaction amount.**