

We are upfront about the charges we apply so you know exactly what you are paying for. The charges you pay as a tenant will depend heavily on the type of property you are letting, but we have provided a breakdown of the fixed charges to give you an idea of what to expect.

Reservation Fee

We will require either £350 or a £500 reservation fee per property which is deducted from the outstanding balance of money payable 48 hours prior to the tenancy commencing.

Security Deposit

In most cases this is equal to one and a half months rent. If you have a pet a larger security deposit may be required, normally equal to two months' rent.

Administration Fee

One Applicant	£420 inc VAT
Two Applicants	£600 inc VAT
Three Applicants	£720 inc VAT
Four Applicants	£840 inc VAT
Guarantor	£120 inc VAT

Check in Fee

The tenant is responsible for the check in fee when using an independent inventory clerk. Prices are based on the size of the property and whether the property is unfurnished or furnished. Prices range from £90 inc VAT to £210 inc VAT. There may be occasions when an independent inventory clerk is not used and these fees are not applicable.

Additional optional and non optional fees & charges

Item	inc. VAT
Change of start date of the Tenancy Agreement after paperwork has been sent	£30
If cleaning, locating items, moving furniture etc. after the end of the tenancy	£50 per hour
Change of occupant	£400
Tenancy Renewal	£120
Re-referencing Cost	£180 per person
Change of Occupant	£400
Rent reminder letter	£15
Reference provided to a third party	£30
Return of overpaid rent at the end of the tenancy	£30
Failure to check out of a property on the confirmed time and date	£120
Check out report quotation fee	£60
Failure to provide access to a routine property visit	£30

Interest of 4% above the base rate of Bank of England payable from the date on which the rent was due until the date on which it is actually paid.

Stamp Duty Land Tax payable on tenancies where the rent exceeds £125,000. Please contact HMRC for further information.

Debit/Credit Card Fee If the fees/charges are paid via a credit card there is a standard charge of 2% for card processing associated to the payment total. Debit cards carry no charge.

If you would like any assistance calculating the fees or for more information with connection to the above, please contact our lettings department on: **0118 989 9770**.