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## Latest Tenant Fees

(updated June 2019, prices INCLUSIVE of VAT unless otherwise stated)

### Pre-Tenancy Fees

Holding Deposit £(APPROX. ONE WEEKS RENT\*)

If the Tenant puts forward an offer and the Landlord agrees, subject to reference checks and negotiation, we will ask the Tenant to pay a Holding Deposit in advance of us carrying out these checks and detailed negotiations. There is a FIFTEEN DAY deadline for an agreement to be reached from the day of receiving this Holding Deposit.

1. If the Tenancy does go ahead then this Holding Deposit will be reimbursed or put towards the balance of your tenancy deposit .

2. If the Landlord decides before the deadline for agreement not to enter into a tenancy agreement this Holding Deposit will be reimbursed unless the the Tenant provides false or misleading information in his tenancy application or any Tenant or proposed occupant fails a Right To Rent check in which case the Holding deposit may not be reimbursed.

3. If the Tenant and Landlord fail to enter into a tenancy agreement before the deadline this Holding Deposit will be reimbursed unless the Tenant fails to take all reasonable steps to enter into a tenancy agreement before the deadline expires in which case the Holding deposit may not be reimbursed.

4. If the Tenant gives notice before the deadline that the Tenant has decided not to enter into a tenancy agreement the Holding deposit may not be reimbursed.

If the Holding Deposit will not be reimbursed the Tenant will be provided with a written notice explaining the reason.

\*Calculated as follows: Per Calendar Month rent multiplied by TWELVE, then divided by FIFTY TWO and ROUNDED DOWN to the nearest TEN POUNDS.

Reference Check FREE

Demand, collection and checking of all required Tenant's and/or Guarantor's references.

Tenancy Agreement Arrangement FREE

Negotiating, drafting and finalising the Tenancy Agreement

Agency Tenancy Check In FREE\*

Attendance by our staff at your Check In, record general condition, meter readings and change utilities. \*Please note if a professional Inventory and check in with a third party Inventory clerk is also required this will be instructed paid for by the Landlord.

Security Deposit £(VARIABLE\*)

\*For Assured Shorthold Tenancies where annual rent is less than £50,000 this will be equivalent to five weeks rent and where it is £50,000 or more this will be equivalent to six weeks rent.

### In Tenancy Fees

Mid Term Contract Negotiation £50.00

Renegotiation or amendment of your Tenancy Agreement, including but not limited to early termination and change of Occupier or Tenant, during the term of your Tenancy. Charge will become payable as soon as renegotiation is entered into and remains so even if the Landlord rejects renegotiation or amendment.

Tenancy Agreement Renewal FREE

Renewal of your existing Tenancy Agreement for a follow on fixed term.

### End of Tenancy Fees

Agency Tenancy Check Out FREE\*

Attendance by our staff at your Check Out, record general condition, meter readings and change utilities. \*Please note that for Assured Shorthold Tenancies if a professional Inventory and Check Out with a third party Inventory clerk is also required this will be instructed paid for by the Landlord.

Landlord Reference FREE

Administration of providing a previous landlord reference at the end of your tenancy.

### Payment and Late Rent Fees

#### Receiving Payments

UK Bank transfers FREE

International Bank Transfers FREE\*

\*N.B. we are not responsible for deductions, exchange loses or transaction charges that may be further levied by intermediary banks, please contact us if you require further advice.

#### Receiving Payments (Optional services)

Cheque handling charge (per cheque) £10.00

Cash handling charge (% of received amount) 0.8%

(e.g. £0.80 per £100.00 cash received)

#### Sending Payments

UK Bank transfers FREE

Cheque payment FREE

#### Sending Payments (Optional services)

International Bank Transfers £25.00\*

\*N.B. we are not responsible for deductions, exchange loses or transaction charges that may be further levied by intermediary banks, please contact us if you require further advice.

### Late Rent Fees

Overdue rent fee £(VARIABLE\*)

\*Please check your Tenancy Agreement for conditions and charges becoming due for late rent payment (typical indicative charge is currently interest on amount due at Bank of England base rate + 3% per day).