

### **Tenancy Agreement & Admin fee £250 (Incl VAT ) per tenancy**

This fee covers the negotiating and agreeing of tenancy terms, processing the application, any necessary paperwork and for the preparation of the Tenancy Agreement and various other relevant documentation

### **Reference & Credit Checks fee £55 (Incl VAT)**

Fee per tenant (or second and subsequent tenants & guarantor, if applicable). Includes current/previous employer & landlords financial credit checks

### **Inventory Check in Fee – To be negotiated dependent on property type**

To record a true account of the conditions and content of the property. This is currently a half payment and the Landlord pays the other half

### **Other related fees**

Refunding rents paid in error including failure to cancel standing order **£40 (Incl VAT)**

Overdue rental payments will be subject to interest at the rate of **6%** per annum calculated from the date the payment was due up until the date payment is received.

Revisit by Inventory clerk following missed appointment or to check works complete **£90 (Incl VAT)**

### **Deed Of Surrender fee £300 (InclVAT)**

Early Termination Charges – For the remainder of the tenancy term plus liability for the rent and all utilities (inc standing charges, environmental charges and council tax etc) until the new Tenancy starts. Plus, a proportion of the Landlord's re-letting charges (if applicable). Early Termination is subject to Landlord consent

Pay a fee of **£30 (Incl VAT)** being the reasonable costs of the Landlord's Agent for each letter the Landlord's Agent, acting reasonably, has to send to the Tenant concerning breaches of the tenancy agreement

Pay a charge of **£40.00 (Incl VAT)** to the Landlord's Agent for any payment presented to the Landlord's Agent's bank but returned, refused or re-presented by the bank for any reason. This fee will be payable for each presentation which fails.