

### BEFORE YOU MOVE IN

<b>Set Up fee (tenant's share)</b>	£350 for us to 1 tenant
Referencing up to one tenant (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.	
<b>Additional Tenant Fee</b>	£150 per tenant
Processing the application, associated paperwork and referencing	
<b>Guarantor Fee</b>	£150 per guarantor
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement	
<b>Permitted Occupier Fee</b>	£50 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.	
<b>Deposit</b>	Returnable additional Security Deposit of the equivalent of 6 weeks rent.
To cover the added risk of property damage. This will be protected in a Government-authorized scheme and may be returned at the end of tenancy.	

### DURING YOUR TENANCY

<b>Amendment Fee</b>	£250
Contract negotiation, amending and updating terms and updating your tenancy agreement during your tenancy.	
<b>Renewal Fee (tenant's share)</b>	£150
Contract negotiation, amending and updating terms and arranging a further tenancy agreement	

### ENDING YOUR TENANCY

<b>Check out Fee (tenant's share)</b>	£150
Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiation the repayment of the security deposit	
<b>Future Landlord Referencing Fee</b>	£50 per reference request
Collating information and preparing a reference for future landlord or letting agent	

### OTHER FEES AND CHARGES

<b>Out of Hours Services</b>	£75 per hour plus any actual costs incurred
Where actions of a tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the hourly rate	
<b>Unpaid Rent / Returned Payment</b>	£30 per letter sent plus interest at 8% above Bank of England Base Rate from date due.
<b>Professional Cleaning (if required)</b>	£50 per hour which will be deducted from the Security Deposit
Only charged where professional cleaning is necessary to return the property to the same conditions as at the start of the tenancy	
<b>Replacement Key</b>	£30 per key
Should you require a replacement key, then the said sum is payable by the tenant which covers the cost of us obtaining a copy.	

Should you have any queries in relation to our fees, please speak to a member of staff. Please note that we are not members of a client money protection scheme. All of the prices do not include VAT which is not applicable.