

Tenant Fees

Holding Deposit	<p>1 week of rent taken before tenancy is entered into to hold the property while reference checks are undertaken. Once the tenancy is entered into and the contract is signed this fee will be assigned to the first month's rent. The holding deposit is refundable if the tenancy does not commence unless the following occurs:</p> <ul style="list-style-type: none"> • Right to rent checks fail • Tenant withdraws from the application process • Tenancy agreement is not signed by the tenant despite reasonable steps taken to ensure that it does • Tenant gives false or misleading information
Tenancy Deposit	<p>5 weeks of rent or 6 weeks if the annual rent is above £50,000. Protected in the government backed tenancy deposit scheme DPS Custodial within 30 days of payment. Evidence to support any deductions from the deposit at the end of the tenancy will be provided if applicable.</p>
Rent	<p>One month rent will be due on the same day each month as agreed on the tenancy agreement or agreed by all parties. The first month of rent will only be due once the final tenancy agreement is signed. Rent in advance before the tenancy agreement is signed will not be accepted. Subsequent rent will be due in regular monthly intervals.</p>
Fee for late payment of rent	<p>If the tenant is late paying their rent we may charge a fee for payment that has been outstanding for 14 days or more, the daily interest rate will not be more than the annual percentage rate of 3% above the Bank of England's base rate.</p>
Fee to replace lost key, security devices or fobs	<p>Tenants are responsible for looking after the keys for the property throughout the tenancy. If a tenant loses a key or security device a fee may be charged. Fees will not exceed the reasonable costs incurred to replace and will be evidenced in writing before the tenant is liable to pay.</p>
Fee to change the tenancy	<p>If the tenant requests a change to their tenancy agreement for example by adding or replacing another tenant a fee of up to £50 may be charged.</p>
Fee when the correct amount of notice is not given	<p>If the tenant does not provide the full notice required, usually a 2 month notice in line with the rent date a fee may be charged up to the amount of rent that would have been received if the tenant had given the correct amount of notice.</p>
Payment towards utility bills, communication services and council tax	<p>If the tenant is required to pay for bills separately this will be confirmed in the tenancy agreement. Payments could include, gas, electric, water, council tax, broadband, landline and TV license. If a bill is included in the rent this will be confirmed in the agreement and the tenant will not be required to pay this separately. Some bills may be required to be paid to the landlord separately but only with prior agreement.</p>