

TENANCY FEES & CHARGES (TARIFF OF CHARGES) REVISED AS OF 1ST JUNE 2019)

	<b>Cost</b>	<b>Description</b>	<b>Information</b>
✓	1 Week	<b>Holding Deposit</b>	Per property which is then deducted from the balance of money payable (e.g. Rent) prior to the tenancy commencing
✓	5 Weeks	<b>Security Deposit</b>	Calculation: Rent times 12, divided by 52, times by 5 giving 5 weeks deposit amount.
✓	£50.00	<b>Late Rent Charge</b>	Inclusive of VAT. following the first 14 days. This can be then back dated.
✓	TBC	<b>Post Tenancy Cleaning</b>	Inclusive of VAT. A charge may be levied from the tenants deposit to clean and bring the room back to it's original state at the commencement of the Tenancy Agreement (Charge will be agreed at the Check-out appointment)
✓	£540.00	<b>Early Termination Fee</b>	Inclusive of VAT. Leaving the property before the end of the fixed term Assured Shorthold Tenancy Agreement regardless of the 2 months' notice period being given.
✓	£100.00	<b>Misuse of Property</b>	Inclusive of VAT. If maintenance has to be carried out due to the misuse or neglect by the tenant or there is a misuse of the emergency call out service. (Not obligatory and by agreement only)
✓		<b>Locked out (In Office hours)</b>	Inclusive of any VAT. For us to attend the property and let you in (Only during office hours 09:00 - 17:30) (Not obligatory and by agreement only)
✓		<b>Locked out (Out of hours)</b>	Inclusive of any VAT. For us to attend the property and let you in (After 17:30 and before 09:00) (Not obligatory and by agreement only)
✓	At Cost	<b>Lost Keys</b>	The cost of replacing any keys/locks where necessary an 'at cost charge' for new keys (Receipt will be provided) will apply for a replacement set of keys/locks.
✓		<b>Moving of Furniture</b>	Inclusive of VAT. Moving of furniture not located as per the inventory. Cost may vary depending on the number of items needing to be moved and is based on damage caused beyond 'Fair Wear & Tear'. (Not obligatory and by agreement only)
✓	£200.00	<b>Removal / Disposal</b>	Inclusive of VAT. Removal and or disposal of tenants' personal belongings after the tenancy has ended. Costs may vary depending on the number of items needing to be removed. (Not obligatory and by agreement only)
✓	£50.00	<b>Post reference</b>	Inclusive of VAT. This fee is payable by bank transfer before the 'Post Tenancy Reference' is sent. (Not obligatory and by agreement only)
✓	£50.00	<b>Rent Overpayment Return Fee</b>	Inclusive of VAT. If the tenant over pays in rent and this has to be returned separately. (Not obligatory and by agreement only)
✓	£50.00	<b>Transfer Fee</b>	Inclusive of VAT. If any other monies are over paid or paid by mistake and has to be returned separately. (Not obligatory and by agreement only)