

Tenant fees

Before you move in

Set up fee (tenant's share)	£240 for the first applicant
- Referencing one tenant (identity, 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.	
Additional tenant fee	£120 per tenant
- Processing the application, associated paperwork and referencing.	
Guarantor fee	£120 per guarantor (if required)
- Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement	
Inventory fee	£90
- Preparing an inventory and schedule of condition of the property, taking meter readings for utilities and services.	
Pet deposit	Extra two weeks rent ⁽¹⁾
- To cover the added risk of property damage. This will be protected with your security deposit in a Government-authorised scheme and may be returned at the end of the tenancy.	

During your tenancy

Amendment fee	£90
- Contract negotiation, amending terms and updating your tenancy agreement during your tenancy.	
Renewal fee (tenant's share)	£100 (£140 if late)
- Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.	
Periodic fee (tenant's share)	£48

Ending your tenancy

Check out fee (tenant's share)	£150
- Attending the property to undertake an updated schedule of condition based on the original inventory and negotiating the repayment of the security deposit(s).	
Deposit release fee	£60
- Landlord check out	
Future landlord reference fee	£18 per reference request
- Collating information and preparing a reference for a future landlord or letting agent.	

Other fees and charges

Credit card charge for payments	0.9% (inc VAT)
Unpaid rent/returned payments	3% ⁽²⁾
Late return of tenancy agreement	£30
Unauthorised installation of card meter	£60
Failed inspection visit	£90

⁽¹⁾ Returnable additional security deposit

⁽²⁾ Interest at 3% above Bank of England base rate from date due

All prices are inclusive of VAT
Last updated **01 October 2016**

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