

Tenant Fees and Charges



SERVICE	FEE
Tenancy Fee	ZERO
AST Referencing Fee	ZERO
NHA Referencing Fee	£250 + VAT (£300 inc VAT)
Guarantor Fee	ZERO
Check out Fee	ZERO
DPS Fee	ZERO
EXTRAS	
Any notifiable change to your signed tenancy agreement (request for pets, decorating, room swaps AND change of sharer)	£50 plus VAT (£60 inc VAT) per request
Early release from a signed fixed term contract	Remainder of rent owed for fixed term period
Replacement key cutting and/or replacement security device	Within office hours: Cost of replacement Outside of office hours: £40 (inc VAT) between 5.30pm – 11pm, £70 (inc VAT) from 11pm – 9am.
Failure to pay rent due	3% above Bank of England base rate interest on arrears after 14 days
Pets	May be considered on a tenancy at an increased rent, detailed on advertising of the property.

Landlord Fees and Charges



SERVICE	FEE
Fully Managed	From 15% + VAT (18% inc VAT) of gross monthly rent due throughout tenancy
Tenant Find Only	From £300 + VAT (£360 inc VAT) per individual let unit (e.g 5 bedroom house with 5 individual tenancies = £360 x 5 inc VAT).
Renewal of Tenancy Agreement	Included within fully managed service, not required within Tenant Find Only service.
Cancellation of Management	Landlord shall pay to the Agent £500 + VAT (£600 incl VAT)fee per let unit within the property, (for the avoidance of doubt a property housing nine students for example would be a nine unit property). However if the Agent is unable to let the property within a period of 3 months from it becoming available to rent (unoccupied) and the Landlord then terminates the agreement there will be no charge to the Landlord. If the Agent has already found a suitable tenant who has not yet taken up occupation then the Landlord shall pay a fee of £500 + VAT (£600 incl VAT) per unit.
In House Tenancy Agreement	Included in all levels of service
Inventory unfurnished/furnished	£30 per room + VAT (£36 inc VAT)
Check out report	£30 per room + VAT (£36 inc VAT)
Company/NHA Tenancy Agreements	Included in all levels of service
Court Attendance	By quotation
Bailiff Attendance	Included within fully managed service, not required within Tenant Find Only service.
Property Visits	Included within fully managed service, not required within Tenant Find Only service.
Smoke Alarm/Carbon Monoxide Detector	By quotation
Serving Possession Notices	To serve any notices will be included within fully managed service, not required within Tenant Find Only service. Any court costs will be at the responsibility of the landlord.
Energy Performance Certificate	By quotation
Key Cutting	From £10 inc VAT per key From £50 inc VAT per fob
Landlord Withdrawal from Offer	Landlord shall pay to the Agent £500 + VAT (£600 incl VAT) fee per let unit within the property
Administration charge to progress a DPS claim on landlords behalf	Included within fully managed service, not required within Tenant Find Only service.
Annual Statement of Account and Expenditure	Included within fully managed service, not required within Tenant Find Only service.
Annual tax administration for HMRC approval	By quotation
To provide HMRC with all required information regarding Section 23 of the Tax and Management Act	By quotation
Service of a Section 13 (rent increase) notice to your tenants	Included within fully managed service, not required within Tenant Find Only service.