



# TENANT FEES SCHEDULE

## EXISTING ASSURED SHORTHOLD TENANCIES (ASTS) AND ALL ASSURED TENANCIES

### ENDING YOUR TENANCY

Check our Fee (Tenant's Share): £NIL (inc. VAT) per tenancy. Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Early Termination: £300 (inc. VAT) per tenancy plus all rent due under the tenancy until the start date of the replacement tenancy. Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

Further Landlord Reference Fee: £30 (inc. VAT) per request. Collating information and preparing a reference for a future landlord or letting agent.

### OTHER FEES AND CHARGES

Lost Key(s) or other Security Device(s): £50 (inc. VAT) plus item cost. Obtaining necessary permissions, sourcing providers and travel costs.

Out of Hours Service: £50 per hour (inc. VAT) plus any actual costs incurred. Where actions of the tenant results in the agent (or nominated contractor) attending the property, their time to remedy the situation is charged at the prevailing rate.

Rent Arrears/Returned Payments: £35 (inc.VAT) per letter, telephone call or email requesting payment plus interest at 8% above Bank of England Base Rate from Due Date until paid on any outstanding sums in order to cover the agent's costs associated with chasing unpaid rent.

Duplicate Document(s): £35 (inc. VAT) per document. To cover the agent's costs associated with providing additional copies of any paperwork (tenancy agreement, Inventory, Schedule of Condition etc) when requested by a tenant.

**Please ask a member of staff if you have any questions about our fees**

