



Tenant Holding Deposit, Deposit & Fees

as of 01/06/19

Application Process

Holding Deposit

We require a holding deposit equal to 1 weeks rent to hold a property whilst undertaking the necessary checks subject to the “deadline for agreement” which is usually 15 days after we receive the holding deposit. The deadline is when the Landlord can accept or decline the tenancy.

The holding deposit will be refunded in the event of the Landlord declining your application.

We will retain the holding deposit if, for any reason, false or misleading information is given that affects the decision to let the property to you, you fail the “Right To Rent” checks, you withdraw from the agreement or you fail to take all reasonable steps to enter into the agreement. Where we retain the holding deposit we will set out, in writing, our reasons for doing so within 7 days.

Deposit

The deposit is equal to 1 months rent.

Tenant Fees

During The Tenancy

Changes to the Tenancy Agreement - **£50 inc VAT**

Re-marketing of the property in order to break the tenancy - **£300 inc VAT**

The re-marketing fee covers all marketing & referencing of the new tenant. To break a tenancy we must seek authorisation from the Landlord. You will be responsible for the rent & bills until a new tenant takes up occupation or your existing tenancy lapses.

Standard Door Key Replacement - **£10 inc VAT**

Specialist Door Key Replacement - **£20 inc VAT**

Fob Replacement - **£50 inc VAT**

After The Tenancy

Rent Return Fee where payment is accidentally made to our account - **£30 inc VAT**

