

## FEES TO RESIDENTIAL TENANTS

Charges are quoted inclusive of any VAT

### BEFORE YOU MOVE IN

- Set up fee (Tenant's share) £120 for first tenant:  
Referencing (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers/landlords and any other relevant information to assess affordability) and preparing the tenancy Agreement.
- Additional Tenant Fee £50 for each additional tenant:  
Processing the application, associated paperwork and referencing.
- Guarantor Fee £50 per guarantor (if required):  
Processing the application, associated paperwork and referencing and preparing the Deed of Guarantee.
- Permitted Occupier Fee £30 per permitted occupier (if applicable):  
Explaining permitted occupier's rights and responsibilities, and preparation of Permitted Occupier agreement.

### AT THE END OF YOUR TENANCY

- Renewal Fee (Tenant's share) £50 (if applicable):  
Contract negotiation, amending/updating terms and arranging a further tenancy Agreement.
- When you vacate:  
Provided that you comply with the terms of your tenancy Agreement and leave the property in satisfactory condition, then no additional charges will apply. Otherwise we charge a fee of £30 per hour (or part thereof) for time spent dealing with Tenant breaches.

IF YOU HAVE ANY QUESTIONS CONCERNING THE ABOVE PLEASE ASK A MEMBER OF STAFF

<p>Regulated by: Royal Institution of Chartered Surveyors</p>  <p>RICS Client Money Protection</p>	<p>Independent Redress: Ombudsman Services: Property</p>  <p><a href="http://www.ombudsman-services.org/property">www.ombudsman-services.org/property</a></p>	<p>Deposit Protection: Tenancy Deposit Scheme</p>  <p><a href="http://www.thedisputeservice.co.uk">www.thedisputeservice.co.uk</a></p>
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