

Below is a list of our current fees for tenants inclusive of VAT. Please note that if your application fails or is withdrawn, the fees are non-refundable.

<b>Administration Fee Single Application</b>	<b>£150.00</b>
<b>Additional Person over 18 and Guarantor Fee</b>	<b>£60.00</b>
<b>Holding Fee</b>	<b>£100.00</b>
<b>Tenancy Amendment Fee</b>	<b>£30.00</b>
<b>Reference Fee</b>	<b>£30.00</b>
<b>Tenancy Resign Fee</b>	<b>£60.00</b>
<b>Late Payment Fee</b>	<b>£25.00 Plus £25.00 Each Week the Rent is Late.</b>

The administration fee includes the cost of referencing. This covers your credit status, previous employer, current landlord, and taking into account any other information to help assess the affordability of your application. The fee also includes providing a Tenancy Agreement, Inventory and submitting your deposit to The Deposit Protection Service.

The cost of an additional person covers the processing of the application and associated paperwork for any additional applicants.

Depending on the outcome of your application, your earnings or overall financial position may require you to provide a Guarantor. It is necessary for the Guarantor to be a homeowner and in full time employment. The referencing would need to ensure that they have sufficient earnings to cover the overall rent commitments in the event that you, as the tenant, are unable to pay your rent. This fee is payable in respect of each Guarantor to cover credit referencing costs.

During the tenancy, we offer these additional service:

The amendment fee may be applicable if a change to the tenancy agreement is required mid-term. This may be due to person circumstances.

We require a payment from the tenant if we are approached to provide a reference.

The tenancy resign fee is applicable when the tenant resigns the tenancy agreement.

Late payments fees will be charged to the tenant if the rent is not paid on the agreed date (1<sup>st</sup> of each month), there is a penalty fee, along with a £25 fee for each week the rent is late (this will be prorated).

Please note that a higher deposit may be required where it is agreed that pets can be included in the tenancy. The inclusion of any pets is subject to the landlord's consent.