

Tenant Fees

The Tenant Fees Schedule explains shows you any permitted payments which are due before you sign your Tenancy Agreement and any which may become payable during and after the tenancy. This will also include confirmation of the agreed rent and the deposit.

Below is a list of our current permitted payments. Please ask a member of staff for a full breakdown of permitted payments that may be payable before, during and after a tenancy for any property that you are interested in.

Permitted payments before moving in

- **Holding Deposit** (with your permission this can be deducted from the first month's rent). One week's rent to reserve the property (or per room in a room rental agreement). This will be held for 14 days whilst referencing takes place.
- **Security deposit** (per tenancy. Rent under £50,000 per year). Five week's rent. This covers damages or defaults on the part of the tenant during the tenancy.
- **Security deposit** (per tenancy. Rent over £50,000 or over per year). Six week's rent. This covers damages or defaults on the part of the tenant during the tenancy.
- **Assured Shorthold Tenancy Agreement**. Ask the Team to send you a draft copy of our Assured Shorthold Tenancy Agreement.

Permitted payments after moving in

(Applicable to some applicants)

- **Rent arrears**: The tenant will be to the landlord/agent interest at the rate of 3% per annum above the Bank of England Base Rate from time to time on any rent or other money payable under the agreement remaining unpaid for more than 14 days after the day it became due.
- **Lost key(s) or other security devices**: Tenants are liable to the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual costs of a locksmith, new lock and replacement keys for the tenant, landlord any other persons requiring keys will be charged to the tenant.
- **Variation/novation (Tenant's request)**: £50 (inc. VAT) per change to cover the costs associated with preparation and execution of new legal documents.
- **Change of sharer (Tenant's request)**: £50 (inc. VAT) per replacement tenant or any reasonable costs incurred if higher. To cover the costs associated with taking the landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as preparation and execution of new legal documents.
- **Early Termination (Tenant's request)**: Should the tenant wish to leave their contract early, they shall be liable for the landlord's incurred costs in letting the property as well as all the rent under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent left outstanding on the tenancy.

Client Money Protection is provided by Propertymark. The redress scheme for Settle is The Property Ombudsman scheme.