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INFORMATION FOR PROSPECTIVE TENANTS

When applying to rent a property you should be aware that there are administration fees payable by the Tenant - these are detailed below. All fees include VAT at 20 per cent.

REFERENCING/CREDIT CHECK	£45.00 PER TENANT /GUARANTOR
TENANCY AGREEMENT (THIS IS IF WE PRODUCE THE TENANCY AGREEMENT - IN SOME CASES LANDLORDS USE THEIR OWN TENANCY AGREEMENT AND CHARGES RANGE FROM £0 TO £250) .	£180 PER TENANCY
AMENDMENT OF TENANCY AGREEMENT DURING THE TENANCY (FOR EXAMPLE CHANGE TO THE TERMS AND CONDITIONS OF THE TENANCY)	£90.00
RENEWAL OF TENANCY AGREEMENT	£72.00

INVENTORIES

The Landlord pays for the compilation of the inventory. The Landlord pays for checking of the inventory at the commencement of the Tenancy - and the Tenant pays for the cost of the check of the inventory at the end of the Tenancy.

GUIDE TO INVENTORY CLERK CHARGES

Please note that these prices are meant as a guide only, properties vary in size, no. of bathrooms, amount of contents - and some properties may have several reception rooms, utility room, garage, garden, terraces etc. If you require an estimate regarding your particular property please ask. V.A.T is included in the guide price.

TYPE OF PROPERTY	CHECK AT TERMINATION OF TENANCY
1 BED	£120
2 BED	£140
3 BED	£160
4 BED	£180
5 BED	£200
6 BED	£225



FUTURE LANDLORD REFERENCE	£30.00 per tenant
OTHER FEES AND CHARGES	
UNPAID RENT/RETURNED PAYMENTS	8 PER CENT ABOVE BANK OF ENGLAND BASE RATE FROM DATE DUE TO DATE PAID.

OTHER CHARGES PAYABLE BY TENANT

The tenant is usually responsible for the accounts for Gas, Electricity, Water Rates, Telecommunications, Council Tax, Burglar Alarm, TV Licence. All charges payable by the Tenant will be detailed in your Tenancy Agreement.

The Tenant is expected to have the property cleaned at the end of the Tenancy - prior to inventory check-out. The standard of cleaning should be the same standard as the property was in at commencement (usually professionally cleaned).