



FEES TO TENANTS

Client Money Protection provided by:



Independent Redress:



propertymark

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www.spectra-property.co.uk

BEFORE YOU MOVE IN

Set Up Administration Fee £100 (inc VAT) Per 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) as well as contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement.

Guarantor Fee: £100 (inc VAT) per guarantor (if required)
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement.

Permitted Occupier Fee: £50 (inc VAT) per permitted occupier
Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord as well as the provision of documentary guidance and assistance during the tenancy.

Accompanied Check-in Fee: £75 (inc VAT)
Preparing / checking an Inventory and Schedule of Condition of the property, explaining how appliances function and taking meter readings for utilities and services.

Pet Deposit: returnable additional security deposit of as negotiated to cover the added risk of property damage. This will be protected with your security deposit in a Government-authorised scheme and may be returned at the end of the tenancy Subject to Tenancy Agreement Terms.

DURING YOUR TENANCY

Amendment Fee: £50 (inc VAT)
Contract negotiation, amending terms and updating your tenancy agreement during your tenancy.

Renewal Fee (tenant's share): £100 (inc VAT). Add £15 for renewals administration by post.
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.

Periodic Tenancy Administration Fee (tenant's share): One off £100 (inc VAT). Add £15 for renewals administration by post.
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement.

ENDING YOUR TENANCY:

Check out Fee (tenant's share): £NIL (inc VAT). However a fee of £50 would apply for not arranging or not keeping a check out appointment with the Agency.
Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit(s).

Future Landlord Reference Fee: £NIL (inc VAT)

OTHER FEES AND CHARGES

Rent Arrears 2nd Letter £50. Each Subsequent letter £25.
Bounced Cheque / Standing Order / Direct Debits: £25

Section 8 Notice Rent arrears / Antisocial Behaviour £100
Prepare Notice and Service.

Surrender and Re-Letting : £300 if you want to end tenancy before the fixed term ends. You will be liable for rent till the new tenant moves in.

Out of Hours Services: £25 per hour (inc VAT) plus costs incurred

Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the hourly rate.

Unpaid Rent / Returned Payments
Interest at 8% above Bank of England Base Rate from date due.

Professional Cleaning (if required): £18 (in VAT) per hour - deducted from the security deposit. Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

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