

## **TENANT FEES SCHEDULE - OCCUPATION CONTRACTS (OC's)**



### **Holding Deposit (Per tenancy)**

**One weeks rent** - This is to reserve a property. Please Note: This will be withheld if any relevant person (including guarantor(s)) withdraw from the tenancy, fails a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and/or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).

### **Security Deposit (Per tenancy. For rent under £50,000 per year)**

**Five weeks rent.** This covers damages or defaults on the part of the tenant during the tenancy, subject to relevant end of tenancy checks

### **Pet Deposit**

**£200.** In addition to the security deposit above.

### **Early Termination (Tenant's Request)**

Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property in the sum of **£175 (inc .VAT)** as well as all rent due under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent outstanding on the tenancy. Early termination of agreement is subject to the landlord's agreement.

### **Unpaid Rent**

**Interest at 3%** above the Bank of England Base Rate from Rent Due Date until paid in order to pursue non-payment of rent. Please Note: This will not be levied until the rent is more than 14 days in arrears.

### **Rent Arrears / Returned Payments**

**£30 (inc. VAT)** per letter, telephone call or email requesting payment, from the Due Date until paid on any outstanding sums in order to cover the agent's costs associated with chasing unpaid rent.

### **Missed appointments**

Where the actions of the tenant results in a missed appointment, the tenant is liable for the agent's time in remedying the situation which is charged **at £30 (inc. VAT)** plus any actual costs incurred (such as contractor charges)

### **Avoidable or Purposeful Damage to the Property**

Tenants are liable to the actual cost of remedying any damage incurred (as detailed in a contractor's invoice) plus the agent's costs in obtaining any necessary permissions, sourcing providers and travel costs which will be charged at **£50 (Inc. VAT)**.

### **Emergency / Out of Hours Call-Out Fees**

Where the actions of the tenant result in the agent (or their nominated contractor) attending the property outside of normal office hours, the agent's time to remedy the situation is charged at **£75 (Inc. VAT)** , plus any actual costs incurred (such as **contractor invoices**).

### **Lost key(s) or Other Security Device(s)**

Tenants are liable to the actual cost of replacing any lost key(s) or other security device(s), plus the agent's costs in obtaining any necessary permissions, sourcing providers and travel costs which will be charged at **£50 (Inc. VAT)** 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 and any other persons requiring keys will be charged to the tenant.

PLEASE ASK A MEMBER OF STAFF IF YOU HAVE ANY QUESTIONS ABOUT OUR FEES



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