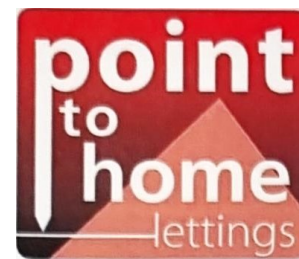
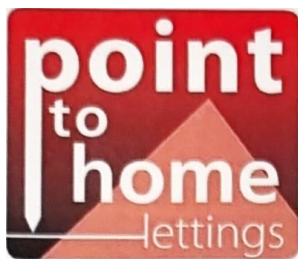


## SCALE OF CHARGES TO TENANTS



### **Holding Deposit (per tenancy) - One week's rent.**

This is to reserve a property.

Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right-to-Rent check, fail credit checks, fail affordability calculations, 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 - Five weeks' rent**

(per tenancy, rent under £50,000 per year). This covers any rent arrears, damages or defaults on the part of the tenant during the tenancy.

### **Security Deposit - Six weeks' rent**

(per tenancy, rent of £50,000 or over per year). This covers any rent arrears, damages or defaults on the part of the tenant during the tenancy.

### **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.

### **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) for the tenant, landlord, agent and any other persons requiring keys and if the loss results in locks needing to be changed, the actual costs of a locksmith and new lock. The actual costs will also include costs of £15 (including VAT) for up to one hour of time making the necessary arrangements and if extra time is required there will be a charge of £15 per hour (including VAT).

### **Variation of Contract (Tenant's Request)**

£50 (including VAT) per agreed variation. This is to cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

### **Change of Sharer (Tenant's Request)**

£50 (including VAT) per replacement tenant or any reasonable costs incurred if higher. This is to cover the costs associated with taking landlord's instructions, referencing and performing Right-to-Rent checks on the proposed new tenant, deposit registration as well as the preparation and execution of new legal documents.

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

£50 (including VAT) per tenancy

This is to cover the costs associated with taking landlord's instructions and liaison with tenant. Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property

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.

**Optional Services (Accompanied move in)**

£50 (including VAT) per tenancy. Service includes walking with you around the property and carrying out the following – supporting you with checking off the inventory; showing you location of utility meters and verifying meter readings; showing you the location of the boiler and all supporting manuals for the boiler and other appliances; testing the smoke alarm(s) and CO alarm(s); showing you the location of the stop tap; identifying the keys with locks.