

Tenant Fees Schedule

April 2026

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 guarantors) withdraw from the tenancy, fail 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. 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 per year)	Six week's rent. This covers 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 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 and any other persons requiring keys will be charged to the tenant. If extra costs are incurred there will be a charge of £15.00 per hour (inc VAT) for the time taken replacing lost key(s) or other security device(s)
VARIATION OF CONTRACT (Tenants request)	£50.00 (inc VAT) per agreed variation. To cover the costs associated with taking landlords instructions as well as the preparation and execution of new legal documents.
CHANGE OF SHARER (Tenants request)	£50.00 (inc VAT) per replacement tenant or any reasonable costs incurred if higher. To cover the costs associated with taking landlords instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.
EARLY TERMINATION (Tenants request)	Should the tenant wish to leave their contract early, they shall be liable to the landlords 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.

Please ask member of staff if you have any questions about our fees

CLIENT MONEY PROTECTION: www.propertymark.co.uk

INDEPENDENT REDRESS: www.tpos.co.uk Member No: N00232