



TENANT CHARGES

APPLICATION & REFERENCING FEES:

£150.00 (Inc. VAT) per applicant.

£100.00 (Inc. VAT) per guarantor.

£250.00 (Inc. VAT) Company application.

Application & referencing fees are non-refundable if you withdraw your application or do not meet the referencing / application criteria.

On the day of moving in you will be expected to pay

Deposit – normally equivalent to one month's rent plus **£100.00**. Some properties maybe higher – please see property details for confirmation. Where city and County are instructed as managing agents, the deposit will be registered to and held by 'The Deposit Protection Scheme' for the duration of the tenancy.

Rent - The first month's rent must be paid in advance.

Tenancy agreement fee – **£90.00** (Inc. VAT) per tenant. Where all parties on the tenancy are either family members or a couple (lived together for at least 12 months prior), only one fee is payable.

Guarantor Agreement fee (if applicable) is **£30.00** (Inc. VAT).

Pet clause – **£60.00** (Inc. VAT).

Special conditions clause – Should you require a special condition to be added to your tenancy agreement the fee for this is **£36.00** (Inc. VAT).

Other costs and information

Tenancy renewals – **£60.00** (Inc. VAT) charged per fixed agreement or yearly on a periodic tenancy.

Future references - Should City & County be required to supply any form of written reference on your behalf, the charge for this is **£36.00** (Inc. VAT).

Housing benefit forms – Should you require city and County to complete a housing benefit form or provide copies of documents / send information to the housing benefit department, the charge for this is **£30.00** (Inc. VAT).

Check out fee - **£75.00** (Inc. VAT).

Late rent payments - **£30.00** (Inc. VAT) will be charged in addition to any compensation to the landlord or agent in order to cover reasonable expenses.

Overpaid rent after vacation – Refund of overpaid rent due to failure to cancel a standing order - **£30.00** (Inc. VAT).

Inventory penalty - Should you fail to return the document within the time limit, a penalty of **£30.00** (Inc. VAT) will be charged.

Insurance penalty – failure to provide proof of adequate insurance, a penalty of **£30.00** (Inc. VAT) will be charged.