



Tenant Fee Information – Applicable Pre-1st June 2019

All negotiations and payments are subject to contract. T&C apply.

Before Moving In

Initial tenancy set-up fees to secure a property are £180 - this includes contract negotiations, processing the application, arranging the tenancy and drawing up the paperwork.

There is also a charge of £30 per reference (one reference per adult occupier) - this includes previous landlord checks, credit checks and an affordability assessment.

These fees once paid are non-refundable and on a first come, first served basis.

E.g. 1 adult = £120, 2 adults = £240, 3 adults = £270 etc.

On Day of 'Move In'

The first months' rent and deposit will be paid.

The tenancy deposit / bond can be calculated as the monthly rent plus £50 (e.g. £450 monthly rent + £50 = £500 deposit). Where agreed with landlords an additional tenancy deposit / bond may be requested for tenants with pets - normally £100.

E.g. on a rent of £450 pcm, the total due on the day of 'move in' would be £950 comprising £40 rent and £500 deposit.

Renewal

A fee of £76 is payable on renewal of the tenancy agreement and / or when it lapses on to a Statutory Periodic Tenancy (normally a monthly rolling tenancy). It should be noted that, should a tenant enter onto a Statutory Periodic Tenancy, this is reviewed every twelve months by both the Landlord and the Agent. This Agent will charge this administration fee at every twelve month review period.

Potential Penalty Charges during or after the tenancy (these are extracts from the tenancy agreement):

- Pay a charge of £20 to the Landlord's Agent for any payment presented to the Landlord's Agent's bank which is returned, refused or re-presented by the bank for any reason. This fee will be payable for each payment which fails.

- Pay the cost of £35 to Brannen & Partners for administration costs should your tenancy be placed onto a Statutory Periodic Tenancy (i.e. month to month 'rolling contract'), in the event that the Tenant does not return the signed Assured Shorthold Tenancy causing the tenancy to continue on a Statutory Periodic basis. This is in addition to the renewal fee.
- Pay the cost of £35 to Brannen & Partners should a renewal Tenancy Agreement be requested, be confirmed by the Landlord and subsequently drawn up for signature. Should the tenant renege on this or request an amendment to the Tenancy Agreement, this fee becomes payable. This is in addition to the renewal fee.
- Reimburse any costs or referencing fees that have been paid by prospective tenants to the agent should you submit notice to vacate the property and the property is subsequently advertised and new prospective tenants found. Should you then decide to remain in the property and not vacate it is agreed these fees will be paid to Brannen & Partners by you who will refund the prospective tenant. Fees to secure a property are £180 plus £30 per reference (one reference per adult occupier).
- Pay the Landlord for the reasonable cost of replacing the locks and/or cutting new keys should the tenant lose the keys to the property or lock themselves out of the property. Brannen & Partners also reserve the right to charge a £30 administration fee.
- Pay the cost of £30 should the tenant fail to give access to a contractor for an arranged appointment.
- If the Property Inspection appointment is not convenient please contact the office immediately to re-schedule. If you fail to make the appointment, you will be charged £30.
- At the end of the tenancy DO NOT arrange for the gas and electricity to be disconnected. A telephone call to your supplier to provide a meter reading will be sufficient to generate a final account. Please note that if the gas or electricity is found to be disconnected a charge of £50 will be deducted from your bond.
- At the end of the tenancy if the property is not found to be clean a minimum of £50 will be deducted from the bond.
- At the end of the tenancy if the garden or yard is not found to be tidy a minimum of £50 will be deducted from the bond.

Additional Information

- Fees stated include VAT unless otherwise specified.
- The redress scheme we belong to is The Property Ombudsman.
- We are a 'Safe Agent' and have Client Money Protection (CMP).
- We are members of ARLA (The Association of Residential Letting Agents) & RICS (Royal Institution of Chartered Surveyors).
- We are members of the TDS (Tenancy Deposit Scheme).