

TENANT FEES SCHEDULE

NEW ASSURED SHORTHOLD TENANCIES (ASTs)
SIGNED ON OR AFTER 1 JUNE 2019

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, 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 weeks' rent. This covers damages or defaults on the part of the tenant during the tenancy.
Security Deposit (per tenancy. Rent of £50,000 or over per year)Unpaid Rent	Six weeks' rent. This covers damages or defaults on the part of the tenant during the tenancy. 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). 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 any other persons requiring keys will be charged to the tenant. If extra costs are incurred there will be a charge of £15 per hour (inc. VAT) for the time taken replacing lost key(s) or other security device(s).
Variation of Contract (Tenant's Request)	£50 (inc. VAT) per agreed variation. 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 (inc. VAT) per replacement tenant or any reasonable costs incurred if higher. To cover the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.
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 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.
Non-Housing Act Tenancies	Administration fee of £500 inc vat. Please note if it is a company let the company is unable to make an administration fee to the licensee under the Tenant Fee Act and therefore this charge must not be passed on.

If you any questions on our fees, please ask a member of staff.

CLIENT MONEY PROTECTION:
propertymark

INDEPENDENT REDRESS: www.tpos.co.uk



All properties are available for a minimum of six months. Pets may be allowed by express permission of the Landlord but the rental price maybe increased to reflect this - also some landlords prefer no children or smokers.

Prospective tenants must satisfy a credit check and comprehensive referencing including a previous landlord's reference, if applicable (credit, business bank and accountant's references in the case of self-employed or company tenancies). Tenant's must provide relevant identification ie passport or driving license, proof of address and three wage slips. Other forms are acceptable.

It is the tenant's responsibility to insure any personal possessions. Payment of all utilities including water rates or metered supply and Council Tax is the responsibility of the tenant in every case.

While every reasonable effort is made to ensure the accuracy of descriptions and content, we should make you aware of the following guidance or limitations.

(1) MONEY LAUNDERING REGULATIONS prospective tenants will be asked to produce identification documentation during the referencing process including proof of address and wage slips and we would ask for your co-operation in order that there will be no delay in agreeing a tenancy.

(2) These particulars do not constitute part or all of an offer or contract.

(3) The text, photographs and plans are for guidance only and are not necessarily comprehensive.

(4) Measurements/Floor Plans: These approximate room sizes are only intended as general guidance. You must verify the dimensions carefully to satisfy yourself of their accuracy.

(5) You should make your own enquiries regarding the property, particularly in respect of furnishings to be included/excluded and what parking facilities are available especially if you are travelling some distance to view.

(6) Before you enter into a tenancy for one of the advertised properties, the condition and contents of the property will normally be set out in a tenancy agreement and inventory. Please make sure you carefully read and agree with the tenancy agreement and any inventory provided before signing these documents.

(7) The services, systems and appliances listed in this section have not been tested by us and no guarantee as to their operating ability or efficiency is given.

You may download, store and use the material for your own personal use and research. You may not republish, retransmit, redistribute or otherwise make the material available to any party or make the same available on any website, online service or bulletin board of your own or of any other party or make the same available in hard copy or in any other media without the website owner's express prior written consent. The website owner's copyright must remain on all reproductions of material taken from this website.

Referral fees: We routinely refer our tenants to Let Alliance for insurance advice. It is your decision whether you choose to deal with Let Alliance. In making that decision, you should know that we receive 20% commission for insurance products sold which is worth approximately £25 per policy. If you require any financial advice, we may refer you to APR Money Limited for advice on mortgage products available. It is the decision of the tenant whether they choose to deal with APR Money Limited. In making that decision, you should know that we receive approximately £60 per referral from APR Money Limited.

FEES PRIOR TO 1ST JUNE 2019

NON-OPTIONAL FEES AND CHARGES INCLUDING VAT

BEFORE MOVE IN:

Setup fee (*Tenant's share*) £250.00 (for the first Tenant)

Referencing of one tenant (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers/landlords and any other relevant information to assess affordability as well as contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement.

Additional tenant fee £100.00 (per tenant)

Processing the application, associated paperwork and referencing.

Guarantor Fee £100.00 per guarantor (if required)

Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement.

Permitted Occupier fee £50.00 (per permitted occupier)

Explaining to any permitted occupier their rights and responsibilities towards the names tenant/s and landlord as well as the provision of documentary guidance and assistance during the tenancy.

Inventory Fee (*Tenant's share*) £100.00

Preparing and providing an inventory and schedule of condition of the property and taking meter readings for utilities and services.

Pet Deposit Returnable additional security deposit of £200.00

To cover the added risk of property damage. This will be protected with your security deposit in a government-authorised scheme and may be returned at the end of the tenancy.

DURING YOUR TENANCY:

Amendment fee/Addendum £90.00

Contract negotiation, amending terms and updating your tenancy agreement during your tenancy.

Renewal fee (*Tenants share*) £75.00

Contract negotiation and references required when a new occupant is added to the Tenancy.

Change of sharer fee £150.00

To cover administration and references required when a new occupant is added to the Tenancy.

ENDING YOUR TENANCY:

Check out fee (*Tenants share*) £100.00

Attending the property to undertake an updated schedule of condition based on the original inventory and negotiating the repayment of the security deposit/s

Future Landlord Reference Fee £25.00 per reference

Collating information and preparing a reference for future landlord or lettings agent

OTHER FEES AND CHARGES:

Lost Security items £50.00 plus item cost

Obtaining necessary permissions, sourcing providers and travel cost

Out of hour's services £150 per hour, plus any additional expense incurred

Where actions of the tenant results in the agent (or nominated contractor) attending, time to remedy the situation is charged at the hourly rate.

Late rent fee £24.00

Returned standing order charge £36.00

Where the Tenancy has ended and the tenant has failed to cancel their standing order

Cash/cheque Handling fee £25.00

We do not take payments by Credit Card at all and debit card is only allowed by prior arrangement but never for initial monies

**IF YOU HAVE ANY QUERIES ON OUR FEES, CONTACT YOUR LOCAL JOHN GERMAN BRANCH OR EMAIL
LETTINGS@JOHNGERMAN.CO.UK**