

TENANT FEES & CHARGES

ASSURED PERIODIC TENANCIES (APT):

Holding Deposit	Equivalent to one week's rent, which will be deducted from the total tenancy deposit.
Deposit (annual rent of less than £50,000)	Five weeks' rent – payable upon receipt of invoice. This covers damages or defaults on the part of the tenant during the tenancy and will be protected in a government-authorised tenancy deposit scheme.
Deposit (annual rent of £50,000 or more)	Six weeks' rent - payable in advance upon receipt of invoice. This covers damages or defaults on the part of the tenant during the tenancy.
Rent	The rent payable for the tenancy must not be more than the advertised amount. A tenant will be able to end the tenancy by giving two months' notice in writing. The end date of the tenancy must align with the end of a rent period.
Rent in advance of move in date	Rent is payable following signing of the tenancy agreement and in accordance with the agreed tenancy terms. For tenancies entered into on or after 1 st May 2026, no more than one month's rent may be requested in advance.
Late payment of rent	Interest may be charged on unpaid rent if it remains outstanding for more than 14 days. Interest will be charged at a maximum of 3% above the Bank of England Base Rate from the date the rent became due until payment is made.
Lost key(s) or other security device(s)	Tenants are liable for the actual cost of replacing any lost key(s) or security device(s). If the loss results in locks needing to be changed, or replacement security devices being issued, the tenant will be charged the reasonable cost of a locksmith or security engineer, new lock and replacement keys/devices for all relevant parties.
Variation of contract (tenant's request)	£50.00 inc. VAT per agreed variation. To cover the costs associated with taking the landlord's instructions as well as the preparation and execution of new legal documents.
Change of sharer (tenant's request)	£50.00 inc. VAT per replacement tenant or any reasonable costs incurred if higher. Includes referencing, Right to Rent checks, deposit registration and legal documentation.
Early termination (tenant's request)	If the tenant wishes to end the tenancy early (including where less than the required notice period is given), they will be liable for the landlord's reasonable costs. Under an APT, the landlord can charge a fee if their tenant does not give the correct amount of notice. The usual amount of notice is two months. The landlord can charge up to the amount of rent they would have received if the tenant had given the correct amount of notice.

Client money protection
Independent redress

www.propertymark.co.uk
www.tpos.co.uk

TENANT FEES & CHARGES

NON-HOUSING ACT TENANCIES (NHA):

Holding deposit	Equivalent to one week's rent, which will be deducted from the total tenancy deposit.
Deposit	Typically six weeks' rent - payable in advance upon receipt of invoice. This covers damages or defaults on the part of the tenant during the tenancy.
Tenancy administration fee	£450 inc. VAT. This covers referencing checks (ID checks, Right-to-Rent check, 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 signing of the tenancy agreement.
Guarantor fees / Deed of Guarantee	£180.00 inc. VAT. This covers credit referencing and preparing a Deed of Guarantee (or as part of the tenancy agreement).
Pet deposit	Additional security deposit of 2 weeks' rent. To cover the added risk of property damage. This will be protected in our nominated client account and may be returned at the end of the tenancy.
Renewal fees	£180.00 inc. VAT (per renewal). This includes contract negotiation, amending and updated terms and arranging the signing of a further tenancy agreement.
Variation of contract fees	£50.00 inc. VAT per 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 fee	£50.00 inc. VAT per replacement tenant. To cover the cost associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks as well as the preparation and execution of new legal documents.
Preparation of check out report by an inventory clerk	The cost of this will vary depending on the size of the property.
Early termination (tenant's request)	£180.00 inc. VAT plus all rent due under the tenancy until the start date of the replacement tenancy. Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property. These costs will be no more than the maximum amount of rent outstanding on the tenancy.
Lost key(s) or other security device(s)	Tenants are liable for the actual cost of replacing any lost key(s) or security device(s). If the loss results in locks needing to be changed, or replacement security devices being issued, the tenant will be charged the reasonable cost of a locksmith or security engineer, new lock and replacement keys/devices for all relevant parties.
Out of hours service	£180.00 inc. VAT per hour plus any actual costs incurred. Where actions of the tenant results in the agent (or nominated contractor) attending the property, their time to remedy the situation is charged at the prevailing rate.
Late payment of rent	Interest may be charged on unpaid rent if it remains outstanding for more than 14 days. Interest will be charged at a maximum of 3% above the Bank of England Base Rate from the date the rent became due until payment is made.

Client money protection www.propertymark.co.uk
 Independent redress www.tpos.co.uk