

Tenant Fees

Fees and charges (if applicable)	
BEFORE YOU MOVE IN:	
Set up fee (tenant's share)	£240.00 (inc VAT)
Referencing (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	£120.00 (inc VAT) per tenant
Processing the application, associated paperwork and referencing	
Guarantor Fee	£90.00 (inc VAT) per guarantor (if required)
Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement	
Company Tenant fee	£360.00 (inc VAT)
Processing the application, associated paperwork and referencing. Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement	
Room only fee	£120.00 (inc VAT)
Processing the application, associated paperwork and referencing. Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement	
Accompanied Check-in Fee	£60.00 (inc VAT) if applicable
Handover at Property taking meter readings for utilities and services and releasing the keys	
Out of hours sign in fee	£48.00 (inc VAT)
paperwork signing and release of keys from 6pm Monday to Friday and after 1pm Saturdays	
Pet Deposit	Returnable additional Security Deposit of £100.00
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:

Tenancy Amendment Fee **£60.00 (inc VAT)**
Contract negotiation, amending terms and updating your tenancy agreement during your tenancy

Change of sharer/additional tenant fee **£150.00 (inc VAT)**
Referencing (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

Renewal Fee (tenant's share) **£36.00 (inc VAT)**
Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

ENDING YOUR TENANCY:

Future Landlord Reference Fee **£18.00 (inc VAT) per reference**
Collating information and preparing a reference for a future landlord or letting agent

Early release fee **£420.00 (inc VAT)**
Subject to terms and Landlord agreement. This fee covers Landlords costs in reletting, including inventory check out.

OTHER FEES AND CHARGES:

Lost Security Items **£24.00 (inc VAT) plus item cost**
Obtaining necessary permissions, sourcing providers and travel costs

Out of Hours Services **£24.00 per hour (inc VAT)
plus any actual costs incurred**
Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the hourly rate

Unpaid Rent / Returned Payments **£36.00 (inc VAT)**
if rent remains unpaid 5 days after it has become due

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF

EMAIL: INFO@SUSIESMITHLETTINGS.COM

TEL: 01904 567385

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