

FEE STRUCTURE (JAN 2017)**TENANTS****RESIDENTIAL PROPERTY****Tenant Application fee**

- Reserving the property you are interested in. Includes administration fee for our processing of your application.
- You have 14 days to provide us with your supporting evidence in order to process your application.
- We will no longer actively market the property during this time.
- Fee is £125 inclusive of VAT @ current rate of 20%
- If we decline your application for any reason we will refund your application fee in FULL.

Standalone charges**Renewal of Tenancy agreements**

- Drafting and re issuing new assured shorthold tenancy, re registering any deposit where applicable.
- Fee is £45 inclusive of VAT @ 20%.

Late payment charges

- If we are required to chase for payment of rent, in accordance with your tenancy agreement terms, we may elect to apply an administration fee of £15 inclusive of VAT @ 20%.
- We will always write to you informing you of any such charge.
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(Please note: prices may change to reflect any changes in the rate of VAT. Notification will be provided)