

## TENANT FEES SCHEDULE

| Description   | Cost   |
|---|--|
| <p><b>Holding Deposit</b> (Per tenancy)</p> <p>Deposited in order to reserve a property.</p> <p><b>Please Note:</b> This will be withheld of any relevant person (including guarantor(s)) withdraws from the tenancy, fails a Right-To-Rent check, provide materially significant false or misleading information, or fail to sign their agreement (and/or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).</p>                                      | <p><b>One weeks' rent</b></p>  |
| <p><b>Security Deposit</b> (Per tenancy – rent under £50,000 per year)</p> <p>This covers damages or defaults on the part of the tenant during the tenancy.</p>   | <p><b>Five weeks' rent</b></p>   |
| <p><b>Security Deposit</b> (Per tenancy – rent of £50,000 or over per year)</p> <p>This covers damages or defaults on the part of the tenant during the tenancy.</p>  | <p><b>Six weeks' rent</b></p>  |
| <p><b>Unpaid Rent</b></p> <p>Interest will be charged at 3% above the Bank of England Base rate from Rent Due Date until paid order to pursue non-payment of rent.</p> <p><b>Please Note:</b> This will not be levied until the rent is more than 24 days in arrears.</p>   | <p><b>3%</b><br/>above the Bank of England<br/>Base rate</p>   |
| <p><b>Lost Key or other Security Devices(s)</b></p> <p>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 for the time taken replacing lost key(s) or other security device(s).</p> | <p><b>Full actual cost of replacement</b></p> <p>If incurred, additional labour charged at<br/><b>£15</b> per hour</p> |
| <p><b>Variation of Contract on Tenant's Request</b></p> <p>To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.</p>   | <p><b>£50</b><br/>per agreed variation</p>   |
| <p><b>Change of Sharer on Tenant's Request</b></p> <p>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.</p>   | <p><b>£50</b><br/>per replacement tenant<br/>or any reasonable costs<br/>incurred if higher</p>                        |
| <p><b>Early Termination on Tenant's Request</b></p> <p>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.</p>   | <p><b>Outstanding Rent Due</b><br/>and<br/><b>Costs of re-letting the property</b></p>                                 |