

## **TENANTS FEES AND CHARGES**

**ADMINISTRATION AND REFERENCING FEE OF £330.00 INC VAT FOR THE FIRST TENANT AND £180.00 INC VAT FOR EACH ADDITIONAL TENANT**

**HOLDING FEE OF £200.00 PLUS £100.00 EACH ADDITIONAL TENANT. A PAYMENT TO INDICATE YOUR COMMITMENT IS REQUIRED WHEN YOU SUBMIT YOUR APPLICATION AND IS HELD AGAINST EXPENSES. IF YOUR APPLICATION IS SUCCESSFUL THE PAYMENT WILL BE DEDUCTED FROM YOUR INITIAL MONEY. THE PAYMENT IS NON-REFUNDABLE SHOULD YOUR APPLICATION BE UNSUCCESSFUL OR WITHDRAWN. PLEASE NOTE THAT THIS MONEY IN ADVANCE DOES NOT CONSTITUTE A TENANCY OR OFFER OF A TENANCY BUT IS REQUIRED AS PROOF OF YOUR SERIOUS INTENTION TO PROCEED.**

**RENEWAL FEE PER PROPERTY £72.00 INC VAT**

**ADMINISTRATION CHARGE FOR ARREARS LETTERS, LETTERS REGARDING NUISANCE AND COMPLAINTS OR REFUND OF OVER PAID RENT £30.00 INC VAT**

**SHOULD YOU REQUIRE ANY FURTHER INFORMATION PLEASE DO NOT HESITATE TO ASK**

**MANY THANKS**