

## **PARKHEATH TENANT FEE SCHEDULE for ASSURED SHORTHOLD TENANCIES**

### **Holding Deposit (per tenancy) — One week's rent.**

This is to reserve a property. Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing).

### **Security Deposit (per tenancy. Rent under £50,000 per year) — Five weeks' rent.**

This covers damages or defaults on the part of the tenant during the tenancy.

### **Security Deposit (per tenancy. Rent of £50,000 or over per year) — Six weeks' rent.**

This covers damages or defaults on the part of the tenant during the tenancy.

### **Unpaid Rent**

Interest at 3% above the Bank of England Base Rate from Rent Due Date until paid in order to pursue non-payment of rent. Please Note: This will not be levied until the rent is more than 14 days in arrears.

### **Lost Key(s) or other Security Device(s)**

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 (inc. VAT) for the time taken replacing lost key(s) or other security device(s).

### **Variation of Contract (Tenant's Request) — £50 (inc. VAT) per agreed 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 (Tenant's Request) — £50 (inc. VAT) per replacement tenant or any reasonable costs incurred if higher.**

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.

### **Early Termination (Tenant's Request)**

Should the tenant wish to terminate their tenancy 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.

## **PARKHEATH TENANT FEE SCHEDULE for NON HOUSING ACT TENANCIES (Common Law & Company)**

The following fees apply for Non Housing Act Tenancies (Company Lets, Common Law, Annual rents over £100,000, Resident Landlord etc)

### **Holding Deposit (per tenancy) - usually up to 2 weeks rent**

This is usually paid when you have agreed an offer, equivalent to up to 2 weeks rent and can be deducted from the first monthly rent when the tenancy proceeds. Further details will be contained within the Holding Deposit form.

### **Tenancy Agreement Fee**

In order to process the new tenancy and issue the Tenancy Agreements a fee of £300.00 inc VAT will be charged to the Tenant per tenancy.

### **Tenant Reference Fees**

£30.00 inc VAT minimum per Tenant or Guarantor being referenced. (Student with Guarantor and Fast Track references are charged at £60.00 inc VAT minimum)

£75.00 inc VAT for International Credit Reports or Company Lets

### **Security Deposit**

This is usually equivalent to 6 weeks rent and will be returned at the end of a Tenancy subject to any agreed deductions. Higher deposits can be requested for various reasons such as the added risk to property due to pets etc.

### **Check in and Check Out Inventory Costs**

It is usually the Tenants responsibility to pay for the check-out inventory at the end of the tenancy when renting a property via Parkheath. This will be detailed within the Tenancy Agreement. The cost varies depending on the size of the property, number of floor levels and whether there is a garden or the property contains furniture and if you do not attend an appointment, you may be charged an abortive fee. Please ask a member of staff for approximate price however the prices vary from studio flats at £85.00 inclusive of VAT to 6 bedroom houses at £300.00 inclusive of VAT.

### **Tenants Fees During or at the End of a Tenancy:**

#### **Renewal Fees**

In the event of a Tenant renewing their tenancy after the initial fixed term, there will be a Renewal of Tenancy Administration fee of £90.00 inc VAT per extension thereof.

#### **Replacement Tenants**

Should the Tenant wish to replace one tenant with another tenant during the Tenancy subject to the Landlords approval then the Tenant/s agree to pay the agencies Tenancy Agreement and reference fees as listed above.

#### **Unpaid Rent and Returned Payments**

Interest at 3% above the Bank of England base rate may be charged from the rent due date if not received.

**CLIENT MONEY PROTECTION: Parkheath are members of 'Propertymark'**

**INDEPENDENT REDRESS: Parkheath are members of 'The Property Ombudsman'**