

Andrew Craig

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CLIENTMONEYPROTECTION  
(CMP) PROVIDED BY: RICS



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# FEEES TO: TENANTS

www.andrewcraig.co.uk

## BEFORE YOU MOVE IN:

**Tenant Referencing Fee** .....£125.00 (inc VAT) (non-refundable)

Referencing up to two tenants - identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers/landlords and any other information to assess affordability.

**Set up fee (tenant's share)**.....£175.00 (inc VAT) for up to two tenants

Contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement

**Additional Tenant Fee (for more than 2 tenants)**.....£60.00 (inc VAT) per tenant

Processing the application, associated paperwork and referencing

**Guarantor Fee**.....£60.00 (inc VAT) per guarantor (if required)

Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement

**Deposit**.....Security Deposit usually equivalent of **4-5 weeks rent**

To cover the added risk of property damage that is beyond fair wear and tear. Where applicable this deposit will be protected in a Government authorised scheme and may be returned at the end of the tenancy. No money is held in our bank accounts.

**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

**Out of Hours Service**.....£50.00 per hour (inc VAT) plus any actual costs incurred

Where the 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.

## DURING YOUR TENANCY:

**Amendment Fee**.....£60.00 (inc VAT)

Contract negotiation, amending terms and updating your tenancy agreement during your tenancy

**Renewal Fee (tenant's share)**.....£60.00 (inc VAT)

Contract negotiation, amending and updating terms and arranging a further tenancy and agreement

**Change of Sharer**.....£60.00 (inc VAT)

Referencing one tenant (identity, immigration & 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 & agreeing terms) and arranging the tenancy and agreement

## ENDING YOUR TENANCY:

**Future Landlord Reference Fee**.....£50.00 (inc VAT) per reference request

Collating information and preparing a reference for a future landlord or letting agent.

**Check Out Fee**.....£0.00 (inc VAT)

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

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