

## Lettings

### Tenant Fees

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| <b>Security Deposit</b><br>(per tenancy. Rent under £50,000 per year) | <b>Five Weeks' Rent.</b><br>This covers damages or defaults on the part of the tenant during the tenancy.  |
| <b>Security Deposit</b><br>(per tenancy. Rent over £50,000 per year)  | <b>Six Weeks' Rent.</b><br>This covers damages or defaults on the part of the tenant during the tenancy  |
| <b>Unpaid Rent</b>  | Interest at 3% above the bank of England Base Rate from the 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 arrears.   |
| <b>Lost Key(s) or other security Device(s)</b>                        | 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 locksmith, new lock and replacement keys for the tenant, landlord and 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). |
| <b>Variation of Contract</b><br>(Tenants request)                     | <b>£50 (Inc VAT) per agreed variation.</b><br>To cover the costs associated with taking landlord's instructions as well as preparation and execution of new legal documents.   |
| <b>Change of sharer</b><br>(Tenants request)                          | <b>£50 (inc VAT) per replacement tenant or any reasonable costs incurred if higher.</b><br>To cover the costs associated with taking landlord's instructions, new tenant referencing and right to rent checks, deposit registration as well as preparation and execution of new legal documents.   |
| <b>Early Termination</b><br>(Tenants request)                         | 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.   |