

FEES TO: TENANTS



**ALAN COOKE
ESTATE AGENTS**

**IS AN
ARLA LICENSED MEMBER**

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**Client Money Protection
(CMP) provided by: ARLA**



**Independent Redress
Provided by: TPOs**



BEFORE YOU MOVE IN:

Single Tenant Application Fee

£180.00 inc VAT

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

Additional Tenant Fee

£30.00 inc VAT per tenant

Processing the application, associated paperwork and referencing

Guarantor Fee

£30.00 inc VAT per guarantor (if required)

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

Pet Deposit

Returnable additional Security Deposit of £100

To cover the added risk of property damage. This will be protected with your security deposit in a Government-authorized scheme and may be returned at the end of the tenancy. This applies only on those properties where pets have been allowed by the Landlord

DURING YOUR TENANCY:

Amendment Fee

£75.00 inc VAT

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

Renewal Fee (tenant's share)

£25.00 inc VAT

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

ENDING YOUR TENANCY:

Future Landlord Reference Fee

£20.00 inc VAT

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

OTHER FEES AND CHARGES:

Lost Security Items

£30.00 inc VAT

Obtaining necessary permissions, sourcing providers and travel costs

Out of Hours Services

£50.00 inc VAT per hour plus any actual costs incurred

Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate

Unpaid Rent / Breach of contract

£25.00 for each letter sent reasonably to the tenant concerning breaches of the tenancy agreement

Returned/Refused payments

£20 for each failed presentation

Overdue payments/rents

Interest at 8% above Bank of England Base Rate from date due

Professional Cleaning (if required)

£75.00 inc VAT per hour which will be deducted from the security deposit

Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

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