



FEES TO: TENANTS

ASSURED SHORTHOLD TENANCY (AST)

Before you move in:

- **Holding Deposit** – Equivalent to one weeks rent, this will reserve the property for fourteen days to allow the relevant paperwork and referencing (including Right to Rent) for the tenancy to be completed. Your holding deposit will be forfeited should you:
 - i. Withdraw your application
 - ii. Fail the referencing process
 - iii. Fail to complete the tenancy agreement
- **Deposit (if the annual rent is less than £50,000)** – Equivalent to five weeks rent.
- **Deposit (if the annual rent is between £50,000 and £100,000)** – Equivalent to six weeks rent.

During your tenancy:

- **Variation of contract (at tenant's request)** - £50 (incl VAT) per agreed variation
- **Change of sharer (tenant's request)** - £50 (incl VAT) per replacement tenant or any reasonable costs incurred if higher
- **Early termination (tenant's request)** – Should the tenant wish to leave their contract early; they shall be liable to the landlords' 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 and will be exmpled fully before the process of the termination begins.

Other fees and charges:

- **Unpaid rent** – Interest will be charged at 3% above the Bank of England base rate for rent that is unpaid for 14 days or more, charged for each day that it is outstanding.
- **Lost key(s) or other security device(s)** – Cost of replacement plus £15 per hour for Grosvenor to organise cutting.



FEES TO: TENANTS

NON - ASSURED SHORTHOLD TENANCY (NON-ASTs)

Before you move in:

- **Holding Deposit (per tenancy)** – Equivalent to half a month's rent. Withdrawal from the tenancy will mean forfeiture of a minimum of 50% of this payment depending on the length of time the property has been off the market.
- **Tenancy administration (tenant's share)** - £360 inclusive of VAT
- **Guarantor fee** - £60 inclusive of VAT per guarantor (if required); to include processing the application and referencing.
- **Deposit** – Equivalent 1.5 x monthly rent (unless otherwise agreed)
- **Stamp Duty Land Tax (SDLT)** – Due on tenancies where the cumulative rent amounts to over £125,000. For more information, please refer to HMRC: <https://www.gov.uk/stamp-duty-land-tax>

During your tenancy:

- **Renewal Administration** - £120 inclusive of VAT
- **Changes to the tenancy** – Any amendments to the tenancy requested by the tenant will be charged at £180 inclusive of VAT.
- **Check Out Inspection** – the tenant is responsible for the cost of the check out in full. The same company that was used to produce the inventory check in will be used unless otherwise informed.
- **Unpaid rent** – Interest will be charged at 4% above the Bank of England base rate for rent that is unpaid for 14 days or more, charged for each day that it is outstanding.