

# TENANT FEES SCHEDULE



## EXISTING ASSURED SHORTHOLD TENANCIES (ASTS) AND ALL ASSURED TENANCIES

[www.maxwellsestateagents.co.uk](http://www.maxwellsestateagents.co.uk)

### BEFORE YOU MOVE IN

Set-up Fees (Tenant's Share): £300.00 (inc. VAT) per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent check, 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 signing of the tenancy agreement.

Additional Tenant Referencing Fees: £75.00 (inc. VAT) per tenant. As Set-up Fees above for additional tenants

Guarantor Fees: £75.00 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: £0 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

### DURING YOUR TENANCY

Renewal Fees (Tenant's Share): £60.00 (inc. VAT) per tenancy. Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Variation of Contract Fees: £75.00 (inc. VAT) per request. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of Sharer Fee: £75.00 (inc. VAT) per replacement tenant. 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.

### ENDING YOUR TENANCY

Early Termination: Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

### OTHER FEES AND CHARGES

Lost Key(s) or other Security Device(s): £60.00 (inc. VAT) during office hours plus item cost. £90.00 (inc. VAT) during office hours plus item cost outside of office hours.

Please ask a member of staff if you have any questions about our fees.

### CLIENT MONEY PROTECTION:

[www.propertymark.co.uk](http://www.propertymark.co.uk)

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### INDEPENDENT REDRESS:

[www.tpos.co.uk](http://www.tpos.co.uk)

