



Tenant Guide – Renting a Property

The Process

When you find a suitable property to rent with us everyone over the age of 18 moving into the property will complete an application form and will be named on the tenancy agreement. References will be taken up on behalf of our Client. Prior to this we will require a payment from you to indicate your commitment to the property.

If successful this payment will be deducted from the total balance due the day you move in. If unsuccessful or you withdraw your application this payment is non-refundable. The details of this are set out in our Good Faith Terms.

Please bear in mind that the following fees are applied according to your circumstances and the number of tenants. It may well be from time to time a branch may offer promotions, so please check with your Local Branch for a precise cost.

Your Initial Money will be made up of one month's rent in advance and a deposit equal to a month's rent unless otherwise stated. The following costs may also apply depending on your prospective Landlords requests.

The Costs

Upfront Costs:

All charges are inclusive of vat.

- Referencing per tenant - £250.00
- Tenancy Agreement - £300.00
- Inventory - £120.00
- Reservation Fee – £120.00 (refundable at the end of the tenancy, subject to terms)

If a Guarantor is required to support your application:

- Referencing per guarantor - £150.00
- Guarantor Deed - £120.00

Other Charges that could apply depending on your requirements/situation:

- Pet Addendum Fee - £100.00
- Permitted Occupier Contract Addendum Fee - £100.00
- Change of agreed contract terms - £75.00

Other Charges during and/or after the tenancy term:

All charges are inclusive of vat.

- Renewal Extension Agreement Fee - £100.00
- Outgoing reference Fee - £30.00
- Check Out Fee - £100.00
- Return of overpaid rent administration charge – £30.00