

*Tenant charges May 2016 (all charges inclusive of VAT)*

<i>Fee per reference undertaken</i>	£120.00
<i>1<sup>st</sup> tenants guarantor reference (only if required)</i>	£60.00
<i>Each guarantor reference thereafter (only if required)</i>	£60.00
<i>Tenancy agreement fee</i>	£300.00
<i>Check out fee on vacating the property (if the property is managed by us)</i>	£120.00
<i>Late rent fee based on % over Barclays Bank base rate calculated daily (only applicable if rent is late)</i>	4%
<i>2<sup>nd</sup> warning letter for late rent sent 14 days after rent due (only applicable if rent is 14 days late)</i>	£30.00
<i>3<sup>rd</sup> warning letter for late rent sent 21 days after rent due (only applicable if rent is 21 days late)</i>	£60.00
<i>Agreed assignments administration fee</i>	£150.00
<i>Agreed assignments reference fee per reference</i>	£100.00
<i>Breach of tenancy notices per item</i>	£30.00
<i>Missed pre-arranged appointment</i>	£30.00

**THE PROPERTY OMBUDSMAN**

Approved Redress Scheme

**CMP**  
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