

# ~ Residential Lettings ~



## AGENCY FEES & INFORMATION

### ARRANGEMENT FEE

**£250.00 plus VAT = £300.00** (Non Refundable Fee).

### IDENTIFICATION

Once the arrangement fee has been paid we require copies of passports for all occupants over 18 years of age for all British citizens, EEA and Swiss nationals.

Those who are not British citizens, EEA or Swiss nationals will also need to provide a current immigration status document issued by the Home Office

**We will not be able to process your application until sufficient documentation has been received**

### CHECK OUT FEE

This fee is payable at the commencement of the tenancy. The charges below are for unfurnished properties and may be higher if the property is furnished.

Studio & 1 bedroom properties £110.00 plus VAT = £132.00  
2 bedroom properties £120.00 plus VAT = £144.00  
3 bedroom properties £130.00 plus VAT = £156.00  
4 bedroom properties £150.00 plus VAT = £180.00  
5 bedroom properties £175.00 plus VAT = £210.00  
6 bedroom properties + to be agreed

### DAMAGE DEPOSIT

We require a deposit of a minimum of 6 weeks rent, to be held for the duration of the tenancy. This is to be paid before the commencement of the tenancy. The deposit may increase should there be any animals residing in the property, subject to the landlords approval.

### FIRST MONTHS' RENT

To be paid in advance before the commencement of the tenancy

**For further information or any questions regarding our fees, please do not hesitate to contact us**

Correct at time of printing  
31st January 2017

VAT charged at 20%