

## TENANTS INFO AND FEES

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### NEW ASSURED SHORTHOLD TENANCIES (ASTs) SIGNED ON OR AFTER 1 JUNE 2019

<b>Holding Deposit (per tenancy)</b>	<b>One week's rent.</b> This will be to secure the property prior to any referencing taking place. If any relevant person/s withdraw from the tenancy, fail a "Right To Rent" check, provide false or misleading information or fail to agree and sign the tenancy agreement within 15 calendar days (or any other "Deadline for Agreement" as mutually agreed) then this will be withheld.
<b>Security Deposit (per tenancy. Rent under £50,000 per year)</b>	<b>Five weeks' rent.</b> This covers damages or defaults on the part of the tenant during the tenancy.
<b>Unpaid Rent</b>	If a tenant falls 14 days into arrears then interest at 3% above the bank of England base rate from the rent due date until paid in order to pursue non payment of rent.
<b>Lost Key(s) or other Security Device(s)</b>	Tenants are liable for the actual costs to replace any lost key(s) or other security device(s) during office hours only. You will be required to enlist the services of a Locksmith outside of these hours at your own expense. Should the locks need to be replaced then the actual cost of the locks plus labour charge to fit. This is dependent on the Tradesmen's availability. 2 keys per lock will need to be provided to Godiva Estates in this instance.
<b>Change of Contract (Tenant's Request)</b>	£50 (inc. VAT) per agreed variation. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.
<b>Change of Sharer (Tenant's Request)</b>	£50 (inc. VAT) per replacement tenant or any reasonable costs incurred if higher. 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.
<b>Early Termination (Tenant's Request)</b>	Should the tenant wish to leave their contract early, they shall be liable to the landlord's 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.

Tenants are still responsible for paying bills in accordance with the tenancy agreement, which include council tax, utility payments (gas electricity and water) and communication services (broadband, tv and phone).

On application, your information will be provided to VOUCH, our nominated referencing company, and they will process your information in accordance with GDPR. They will contact you via Email and/or Text to complete the required information. You are required to complete the form and provide the required information in a timely manner. We will keep in contact with you on a regular basis to ensure the process is moving along.

Client Money Protection:



Independent Redress Scheme:

