

TENANT FEES SCHEDULE

*Existing assured shorthold tenancies (ASTs) signed before the 1 June 2019
(applicable until the 31 May 2020)*

Early Termination (Tenant's Request):

Should the tenant wish to leave their contract early (within the fixed term), there is a fee to the tenant of £300 plus VAT (£360 including VAT). The tenant is also liable for all rent due under the tenancy until the start date of the replacement tenancy.

Change of Sharer (Tenant's Request):

If there are any changes to the individuals within the Tenancy Agreement, there is a fee of £150 plus VAT (£180 including VAT) to cover costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as preparation and execution of new legal documents. Should any changes occur within the fixed term of the Tenancy Agreement, there is a fee to the outgoing tenant of £300 plus VAT (£360 including VAT). The outgoing tenant is also liable for all rent due under the tenancy until the start date of the replacement tenancy.

Tenancy Agreement renewal:

Should the tenant request a new fixed term Tenancy Agreement, there is a fee of £75 plus VAT for contract negotiation, amending and updating terms, arranging for the signing of a further tenancy agreement and registering the deposit in a government-approved scheme in line with the new Tenancy Agreement.

If there is any additional administration:

- Copy documentation £5 per item plus VAT (£6 total)
- Rent chasing letters or telephone reminders - £12.50 plus VAT (£15 total)
- Administering and dealing with bounced cheques, standing orders or any form of agreed bank payments - £30 plus VAT (£36 total)
- Processing late rent payments £12.50 plus VAT (£15 total)
- Preparing and serving schedule of dilapidations - £20 plus VAT (£24 total)
- Extra visits to property after tenancy if required as a result of tenants neglect or other failure to comply with terms of agreement - £25 plus VAT (£30 total)
- Administration cost for returning overpaid rent due to standing orders not being cancelled £25 plus VAT (£30 total)
- For returning deposits by bank transfer rather than cheque £25 plus VAT.
- In the event that Abode Property Management have to instruct a credit agency as debt collectors, the Tenants will be charged £150 + VAT. All accounts sent to them will incur a £40 late collection fee per invoice and interest charged at 5% above bank base rate if applicable. In line with Government Late Payment Legislation of 7th August 2002.
- To pay the Landlord or his agent £200 + VAT if any court action is taken by the Landlord or Agent due to any breach of this Tenancy Agreement.

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