

## TENANT FEE SCHEDULE AND TENANT PROTECTION INFORMATION

All new assured shorthold tenancies (AST's) signed on or after 1<sup>st</sup> June 2019

Once you have found a property with Seekers and you have been provisionally accepted as a prospective tenant, you will be asked to complete an online application form and provide the following:

- Proof of identity for each applicant (passport, driving license)
- Proof of address for each applicant (ideally bank statement or utility bill)
- Holding deposit (equivalent to 1 weeks rent)

All tenants intending to rent with Seekers will be fully referenced, you will need to have the following information:

- Your employment details
- If self-employed- accounts/tax return details
- Your current landlords details
- Your UK bank account details
- 3 years address history

Seekers run a full credit check and employment reference, and a landlord reference, if you are presently renting.

### TENANT CHARGES

#### **Holding deposit - Equivalent to one weeks' rent**

This is to reserve a property. This will be withheld if any relevant person (including any guarantor(s) withdraws from the tenancy, fails a Right-to-Rent check, provides materially significant false or misleading information, or fails to sign the tenancy agreement (and/or Deed of Guarantor) within 15 days (or other Deadline for Agreement as mutually agreed in writing).

#### **Security Deposit- Five weeks' rent**

This covers damage or defaults on the part of the tenant during the tenancy.

### **Late/Unpaid Rent**

Interest at 3% above the Bank of England Base rate from Rent Due Date until paid in order to pursue non-payment of rent. This will be levied after rent is 14 days in arrears.

### **Lost keys & security devices**

Tenants are liable for the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual cost of a locksmith and replacement keys for the tenant, landlord or other persons requiring keys will be charged to the tenant. If extra costs are incurred there will be a charge of £15 per hour (inc vat) for the time taken to replace lost key(s) or other security device(s).

### **Change of Sharer (Tenants' request) £50 (inc vat)**

Per replacement tenant or any reasonable costs incurred if higher. To cover the costs of taking landlords instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as preparation of new legal documents.

### **Surrender of Tenancy**

Rent due until a new tenant is found, all landlords costs incurred by early termination to include any fees incurred by a landlord in re-letting the property. These could include marketing fees and any contract set up fees.

### **Variation of Contract (Tenants' request) £50 (inc vat)**

Per agreed variation. To cover the costs associated with taking landlords instructions as well as preparation and execution of new legal documents.

### **Pets**

Where pets are allowed in a property the monthly rent will increase by £20.00.

This does not apply to caged animals.

During the Tenancy (payable to the provider) if permitted and applicable.

Utilities- Gas, Electric and Water.

Communications- Telephone and Broadband.

Installation of cable or satellite.

Television licence.

Council Tax.

Other permitted payments.

Any other permitted payments, not including above, under the relevant legislation including contractual damages.

## **Tenant Protection**

Seekers is a member of UKALA TOTAL LOSS CMP, which is a client money protection scheme, and a member of the PROPERTY REDRESS SCHEME, which is a redress scheme.

## **MOVE IN**

Once a move in date has been confirmed and referencing completed, an appointment will be made to attend the office to complete formalities and collect the keys.

All move in funds will need to be cleared and in our bank account 24 hours before this appointment. To ensure funds are received, please make payments four working days before the office appointment.

At this appointment we will provide you with the information you require to live in your new home and who to contact if you have a problem.