

**FEES TO APPLICANTS AND TENANTS**

Holding Deposit	1 week's rent
Security Deposit	5 week's rent
Keys/security device replacement	Charged at cost + agents time at a rate of £15/hour (Inc VAT)
Early termination of a tenancy within the fixed term	Subject to landlord agreement & the payment of the landlord's re-letting costs
Removal a tenant	£50 (Inc VAT)
Addition of a new tenant	£50 (Inc VAT)
Changing a tenant	£50 (Inc VAT)
Change to rental payment date	£50 (Inc VAT)
Amend the tenancy to allow a pet	£50 (Inc VAT)
Late payment of rent charged at a daily rate	3% above Bank of England base rate (per annum)