# Tenant fees schedule

## APPLIES TO ASSURED TENANCIES IN ENGLAND

www.lpagents.com

BEFORE YOU MOVE IN

Set-up Fees (Tenant's Share): £0 (inc. VAT) per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Additional Tenant Referencing Fees: £0 (inc. VAT) per tenant. As Set-up Fees above for additional tenants

Guarantor Fees: £0 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: £0 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

Inventory Fees: See attached Schedule. Dependant on the number of bedrooms and/or size of the property and any outbuildings.

Accompanied Check-in Fees: £0 (inc. VAT) per tenancy. Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above.

Pet Deposit: Additional Security Deposit of 0 weeks' rent To cover the added risk of property damage. This will be protected with your security deposit in government-authorised scheme and may be returned at the end of the tenancy.

DURING YOUR TENANCY

Renewal Fees (Tenant's Share): £0 (inc. VAT) per tenancy Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Variation of Contract Fees: £50 (inc. VAT) per request. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of Sharer Fee: £50 (inc. VAT) per replacement tenant. 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.

ENDING YOUR TENANCY

Check out Fee (Tenant's Share): £0 (inc. VAT) per tenancy. Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Early Termination: £0 (inc. VAT) per tenancy plus all rent due under the tenancy until the start date of the replacement tenancy. Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

Future Landlord Reference Fee: £0 (inc. VAT) per request. Collating information and preparing a reference for a future landlord or letting agent.

## CLIENT MONEY PROTECTION:

www.propertymark.co.uk

propertymark cmp Client Money Protection

## INDEPENDENT REDRESS:

www.propertyredress.co.uk

PRS Property Redress Scheme



Version: July 2025

# Tenant fees schedule

## APPLIES TO ASSURED TENANCIES IN ENGLAND

www.lpagents.com

OTHER FEES AND CHARGES

Lost Key(s) or other Security Device(s): £60 (inc. VAT) plus item cost. Obtaining necessary permissions, sourcing providers and travel costs.

Out of Hours Service: £0 per hour (inc. VAT) plus any actual costs incurred. Where actions of the tenant results in the agent (or nominated contractor) attending the property, their time to remedy the situation is charged at the prevailing rate

Rent Arrears / Returned Payments: £6 (inc. VAT) per letter, telephone call or email requesting payment plus interest at 8% above Bank of England Base Rate from Due Date until paid on any outstanding sums in order to cover the agent's costs associated with chasing unpaid rent.

Duplicate Document(s): £12 (inc. VAT) per document
To cover the agent's costs associated with providing additional copies of any paperwork (tenancy agreement, Inventory, Schedule of Condition etc.) when requested by a tenant.

## CLIENT MONEY PROTECTION:

www.propertymark.co.uk

## INDEPENDENT REDRESS:

www.propertyredress.co.uk



Version:
July 2025