



Permitted payments for Assured Shorthold Tenancies

Holding deposit	One weeks rent
Change of sharer (tenant swap)/addendum to tenancy agreement	£50
Interest on late rental payments	3% above Bank of England base rate calculated daily
Lost key Replacement of Locks if needed for security	Cost of replacement
Early Release Charges if your landlord agrees that you may break your contract	Please check with staff

Monies to be paid by Tenants where the tenancy is not an Assured Shorthold

Tenancy	£250
Tenancy Agreement / Tenancy Renewal Agreement	£200
Reference – each person moving in over 18 must be referenced	£75 per person or company
Inventory Check In - a report to note the condition of the property and its contents	This will vary but will range from £135 (unfurnished studio) to £215
Change of sharer	£250 per change

Please note that tenants will be required to pay rent (usually the first month) and a deposit (usually equivalent to five week's rent) before the start of a tenancy.

It is likely that payment will be required in stages starting with the equivalent of one week's rent at the time that the offer is accepted on a subject to contract basis.