

Schedule of fees - Tenants

Application fees:

(Application fees are fees paid to external agencies for credit and reference checking)

Single person 1st applicant £145.00

_____ 2nd application £ 95.00

Commercial _____ £250.00

- All application fee's are none refundable*

Additional application fees:

(These fees are for people who wish to pay for Smart Deposit solution instead of paying a deposit)

Smart deposit solutions _____ £195.00

Holding fees:

(Holding fees are *not* additional to the rental but taken as surety. Once the contracts are signed this fee is used as your first month's rental)

Residential properties _____ Fee equivalent to 100% Months rental

Commercial properties _____ Fee equivalent to 200% Months rental

Check-in fees:

(Check in fees are to contribute towards the administration of the contracts, detailed inventory and notifying utility suppliers etc...)

Check-in Fees _____ £184.00

Commercial _____ £300.00

Please note* All fees taken prior to property tenancy are non-refundable

Terms and Conditions enclosed

TERM AND CONDITIONS

Any property taken through, Letlord for Landlord Limited Will be bound by the following TERMS & CONDITIONS:

APPLICATION FEES

Holding Fee Once received will remove the property from the market and you application will be processed. This will take approx 48Hours (depending how quickly you provide our referencing team with all the necessary paperwork)

REFERENCING

All persons over the age of 18, who will be resident at the property, must be referenced.
All completed application forms and supporting documentation must be supplied within 3 working days of the application.

Sight of your last three months bank statements *may* be required or a bank status enquiry can be carried out at your request.

If you have rented accommodation before we will require a reference from your previous Landlord.
If you have had a mortgage, we may require sight of your latest mortgage statement.
Two original forms of ID will be required for every applicant (one must be photographic). E.g. Driving Licence, Passport, Utility Bill.

Applications generally take 48 hours to process. We will contact you once this process is complete to confirm your moving date.

Holding Fee

If your application is unsuccessful, declined due to lack of information, or you are unable to complete the application process or cancel at any time we reserve the right to withhold 50% of your holding fee.

TENANCY AGREEMENT

EACH applicant AND guarantor (if applicable) will be required to sign the Tenancy Agreement PRIOR to the tenancy commencing.

Letlord Limited is a member of the Property Redress Scheme

Further to satisfactory references being obtained the tenancy will proceed subject to authorisation from the property owner. At this time the full property deposit will be due. The deposit is equal to one month's rent plus a minimum of £100.00 . An additional amount may be required in certain circumstances. Additional clauses to the standard Tenancy Agreement (including Pet Clauses) will incur an additional charge of

£30.00 (including VAT) per clause.

The first month's rent must be paid by cleared funds, along with the checkin fee on or before the moving in date.

You will be asked to sign a standing order mandate to collect future months rental payments. The rent you pay is exclusive and hence does not include gas, electricity, water rates, council tax or telephone charges unless otherwise stated. The transfer of utilities into your name can be undertaken by Professional Properties at a charge of £6.00 per utility. Otherwise it is your responsibility to transfer the utilities.

All of our properties are available on a minimum fixed term , six-month assured shorthold tenancy only, unless otherwise stated. At the end of the fixed term, if a new tenancy agreement is completed there will be an administration charge of £60.00.

ACCIDENTAL DAMAGE INSURANCE

The tenancy will be granted upon the condition that you hold insurance that the landlord or agent considers adequate to protect your possessions and accidental damage caused by you to any/all of the furniture and fittings at the property. Location Location group of companies can provide to you, as part of our requirements, a no obligation, tenants contents insurance quotation.

Pets

If your property allows pets you will be asked to pay £100 per pet on top of the deposit.

We also charge an extra £35.00 in addition to your check in fee for a pet clause to go into your tenancy agreement. £35.00 is none refundable

MOVING IN

A representative will be present on the day you move and we are happy to assist with the operation of all relevant equipment and appliances.

There is a Tenancy Fee of £184.00 if applicable with your property. Check with the office team for the preparation and completion of all the necessary documentation, which may include the property inventory. This must be paid in cleared funds prior to your moving in date. A Saturday Move in will incur an additional fee of £60.00

An optional "Fast Track" Move In (within 5 days of the application fee being taken) Will incur an additional charge of £90.00

The inventory is prepared to protect the tenant from unfair and unwarranted deductions from the deposit at the end of the Tenancy.

Moving Out

Notices must be sent in writing to Letlord for Landlords Ltd

The deposit will be refunded soon after the vacation of the property, providing the property is left professionally cleaned and undamaged condition and all monies due under the terms of the tenancy have been paid in full.

Letlord for Landlords Ltd reserve the right to remarket a property should the above requirements not be met

STRICTLY NO PETS OR SMOKERS WELCOME UNLESS SPECIFIED.

By submitting an application you agree to be bound to our terms and conditions

Name of tenant

Address

Type of Breed

The following pet policy outlines the conditions under which tenants may keep pets in the above named property.

Tenants are responsible for their pets in accordance with the Animal Welfare Act. If the landlord believes that a pet kept in the property has been neglected or abandoned, they will report it to an appropriate animal welfare organisation.

Tenants must not leave their pets in the property when they are away unless clear arrangements have been made for their care.

Dogs should not be left alone in the property for more than 4 hours at a time. Tenants must ensure that their

dogs will not cause damage to the property if they are left unsupervised.

All pets kept at the property must be vaccinated and regularly treated for fleas and worms (if appropriate).

Tenants must professionally clean the property when they move out, ensuring that the carpets are thoroughly cleaned and treated for fleas and mites.

Tenants are responsible for keeping all areas of the property clean and free from parasites, such as fleas.

Tenants must ensure their pets do not cause a nuisance to neighbours. This includes excessive noise. Dogs must be kept under control and on a lead in any public places, communal areas and walkways.

Pets must not be allowed to foul inside the property, except for caged pets and pets trained to use a litter tray. Any pet faeces must be removed immediately from the garden or outside areas and disposed of safely and hygienically.

Any animal listed in the schedule of the Dangerous Wild Animals Act 1976 may not be kept at the property.

Any dog listed under the Dangerous Dogs Act 1991 may not be kept at the property with the exception of dogs registered on the Index of Exempted Dogs.

Tenants may not breed animals or offer for sale any animal in the property.

Tenants who wish to obtain an additional pet after moving into the property must first apply for permission in writing to the landlord or letting agent.

By signing your tenancy agreement you are bound by our pet policy.

Regards

Letlord for Landlords Limited