

Tenants Charges (all charges inclusive of VAT)

Holding Deposit:

Minimum of 2 weeks' rent will be requested upfront as a sign of your commitment. Once received we will process the tenant application for the property and start on the referencing. Once the report has come back satisfactory, the property will be withdrawn from the market and all outstanding viewings will be cancelled.

The holding deposit amount will be deducted from your first month's payment of rent before the move in date.

Tenancy Security Deposit:

Usually 6 weeks rent (This may change depending on the landlords' circumstances or if pets are added to the tenancy)

	Price
Administration fee per person	£120.00
Referencing fee per person	£60.00
Guarantor fee per person (if required)	£60.00
Tenancy Agreement Fee (Drawing up Tenancy Agreement)	£144.00
Late rent fee £15 per day	£20.00
2 nd Warning letter for late rent sent 14 days after rent due (only applicable if the rent is 14 days late).	£30.00
3 rd Warning letter for late rent sent 21 days after rent due (only applicable if the rent is 21 days late).	£60.00

Inventory & Check in Fee

Property Type/Size	Inventory + Check in
Studio Furnished	£126
1 Bed Furnished	£144
2 Bed Furnished	£162
3 Bed Furnished	£180
4 Bed Furnished	£198
5 Bed Furnished	£216
6 Bed Furnished	£228

Tenancy Renewal Fee

Property Size	Fee
Studio	£240
1 Bed	£240
2 Bed	£300
3 Bed	£360
4 Bed	£420
5 Bed	£480
6 Bed +	£540

Replacing a tenant during tenancy the following fee will apply

Administration fee per person £120.00	Referencing fee per person £60.00	Tenancy Agreement (Draw up new agreement) fee £60.00
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PLEASE NOTE: The holding deposit is **NON-REFUNDABLE** and will be forfeit as liquidated damages in the event that you withdraw or otherwise fail to take up the tenancy on or by the proposed tenancy commencement date, or fail to comply with any requirements made to the applicant(s) or guarantor(s) by the referencing agency. If, however, City Fox or the Landlord declines to grant the tenancy (due to failed referencing) it will be refunded by business cheque less the referencing fee and 50% of the admin fee.

