



HOME & ABROAD RENTALS LTD
LETTING & MANAGEMENT

Tenancy Fee Information

Once you have viewed a property and decide to apply, you will be required to pay a **Holding Fee** to hold the property as well as an **Administration Fee**.

The Holding Fee is the equivalent of **one week's rent** (for simplicity the advertised rental divided by four).

First applicants Administration Fee is £240 incl VAT

Each additional applicant's Administration Fee is £90 incl VAT

Guarantor Administration Fee is £90 incl VAT (where applicable)

If fees are settled by cash or credit card, further fees apply. Cash or Credit Card fee is 3.0% of the transaction value.

Acceptance of these fees does not constitute an offer of a tenancy. A comprehensive credit search and references will be taken up by an independent company with your employers, accountants, bankers and previous Landlord if applicable.

The Holding Fee and Administration Fees are non-refundable if you fail to proceed or are unable to provide satisfactory references.

The Holding Fee only is refundable if the Landlord withdraws the property.

You will be required to accept our Tenants Terms and Conditions and to provide 2 forms of identification such as your passport, driving licence, utility bills, etc for each applicant.

On receipt of satisfactory references you will be offered a Tenancy. You will then be required to pay additional monies on the signing of the Tenancy Agreement as follows:-

1. **Your first full month' rental amount.**
2. **Your security deposit**, which is usually equal to one and a half month's rent, will be registered with The Tenancy Deposit Scheme for your protection. The security deposit required may be higher in some circumstances such as the Landlord agreeing that pets may be kept at the property.
3. From this amount your **Holding Fee** will be deducted and paid to the Landlord at commencement of your Tenancy.

The final amount is to be paid in cleared funds such as CHAPS, telephone or internet direct bank transfer, debit or credit card, or cash before your move in day. We are unable to accept personal or company cheques, unless paid 7 days in advance to allow the funds to clear.

If settled by cash or credit card, further fees apply. Cash or Credit Card fee is 3% of the transaction value.

Please be aware that all Tenancies will be Joint & Several Assured Shorthold Tenancies for a minimum period of 6 months.

Subject to the Landlord's agreement the Tenancy can usually be renewed for a further period; the charge for each tenancy renewal and issue of an Extension Agreement is £90 incl VAT.

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