



HOME & ABROAD RENTALS LTD
LETTING & MANAGEMENT

Tenancy Fee Information

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

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

First applicant 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)

Acceptance of a Holding Deposit and these fees does not constitute an offer of a tenancy. A comprehensive credit check will be undertaken by an independent company and references obtained from your employers, accountants, bankers and previous Landlord if applicable.

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

Only the Holding Deposit 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 or driving licence and bank statement or utility bill to prove the present address of each applicant.

On receipt of satisfactory references you will be offered a Tenancy subject to contract. **Please be aware that all Tenancies will be Joint & Several Assured Shorthold Tenancies for a minimum period of 6 months.**

You will be required to pay additional monies on 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. This 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. Your **Holding Deposit** will be deducted from the total amount payable.

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

If settled by cash further fees will apply. Cash handling fee is 3% of the transaction value.

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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