

# Tenant Information & Charges



This document breaks down all costs involved before a Property is rented through Hardings. It also draws your attention to the amount of Potential future costs that could become applicable once you are in Tenancy. ALL costs will be shown in the Tenancy Agreement.

Please note, all costs on this document are inclusive of VAT.

If you have any questions, please contact our Office on 01980 883 999 or you can email us at [lettings@hardingsstates.co.uk](mailto:lettings@hardingsstates.co.uk)

## Pre-Tenancy Costs:

**Holding Deposit - £200** This becomes part of your Dilapidations Deposit/Bond.

**Referencing and Right to Rent Checks - £156 (per person)** Please note, if you require a Guarantor in order to progress, they will also be required to be referenced at the same rate.

## Amount payable the day before the commencement of your Tenancy:

**1. One month's Rent** Please note, if you move in before the 15th of a Month, you will pay the residual Rent for the remainder of that Month and your Rent Due Date will be 1st of the following Month. However, if you move in AFTER the 15th of a Month, you will be required to pay the residual Rent for the remainder of that Month PLUS the following Months' Rent. This only applies for Properties we manage; If you are unsure about this, please contact us.

**2. Dilapidations Bond/Deposit - One Month's Rent (Plus the Holding Deposit)** For a Room, it is One Month Rent +£200, less the Holding Deposit.

**3. Tenant Deposit registration fee - £57**

**4. Check in Administration fee - £78** Also payable when you leave as a Checkout Fee. Please be aware that there will be an additional cost of **£90** should you wish to sign up on a Bank Holiday or after 11.30am on a Saturday or any time on a Sunday We can send you further information about these costs, if needed, by sending you our Tenant Information Sheet.

## Potential costs:

**Late Rent - £60** As a late payment charge.

**Rent payment method other than Standing Order - £57** If any other method (including Cash) is used to pay the Rent. Please note, if you are paying in cash an additional £1 will be added for each £100, charged by the bank for paying in cash.

**Reference from us to a future Landlord or Agent - £36**

**Pet has been in the Property - £200** Will be retained from the Deposit for 6 weeks from the End of the Tenancy in case of Flea infestation due as a result of the Pet.

**Tenancy Renewal - £90** This cost shall be applicable every time your Tenancy is renewed. **In addition to this a TDS fee of £57 will be due to De-Register and Re-Register your Deposit.**

**Keys not returned on the last day of your Tenancy -** The daily rate of Rent will be applied each day until the Keys are returned. You will also pay the Landlord for the reasonable cost of replacing the locks and cutting new Keys if any Keys are not returned to the Landlord/Agent when you move out.

**Attended Non-Emergency call out - £90** For Example locking yourself out, payable on arrival.

**Instructing a Contractor without obtaining the Landlords authority** You will have to pay for the invoice and costs, unless you were acting reasonably to effect Emergency repairs for which the Landlord is liable.

**Landlord's insurance claims** You will have to pay any excess if the claim results from the negligence, misuse or

## Potential costs continued...

failure to act reasonably by yourself or any of your visitors or friends.

**Pest Infestation -** You will have to pay and arrange for the removal of all vermin, pests and insects, if infestation begins during the Term, woodworm and wood boring insects excepted, unless such infestation occurs as a failure of the Landlord to fulfil their repairing obligations.

**End of Tenancy -** The Carpets and Cooker are to be professionally cleaned at the end of the Tenancy and receipts are to be given to us when you move out. If you are not able to produce receipts we will have the Carpets, Curtains and Cooker cleaned at your expense. If we have to arrange any sort of Cleaning when you have moved out, there will be an additional administrative charge of **£90** on top of whatever the cleaning costs are.

If any cleaning is booked in after your Tenancy ends, you will be charged a daily rate of Rent for each day that it goes past your Notice period.

**Office copy documents - £24** That we have already given you.

**Missed Appointments - £60** If you deny us access or we cannot gain entry to the Property for an arranged Management Visit (For Example, Key in the other side of the door). Payable on the rescheduled visit.

**Abandoned Vehicles - £600** Should a Vehicle be left at a Property, this is to cover our administrative costs involved in removing the vehicle.

