

MARTIN&CO



CLIENT MONEY PROTECTION
(CMP) PROVIDED BY: **UKALA**

INDEPENDENT REDRESS
PROVIDED BY: **TPOs**



FEES TO: TENANTS

<http://chesterfield.martinco.com>

BEFORE YOU MOVE IN:

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| Set up fee (tenant's share) | £360 (inc VAT) for up to two tenants |
| Referencing up to two tenants (identity, immigration and visa confirmation, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the tenancy and agreement | |
| Additional Tenant Fee | £120 (inc VAT) per tenant |
| Processing the application, associated paperwork and referencing | |
| Guarantor Fee | £150 (inc VAT) per guarantor (if required) |
| Covering credit referencing and preparing a Deed of Guarantee as part of the Tenancy Agreement | |
| Permitted Occupier Fee | £0 (inc VAT) per permitted occupier |
| Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord as well as the provision of documentary guidance and assistance during the tenancy | |
| Pet Deposit | Returnable additional Security Deposit of £100 |
| To cover the added risk of property damage. This will be protected with your security deposit in a Government-authorized scheme and may be returned at the end of the tenancy | |
| Accompanied Check-in Fee | £60 (inc VAT) |
| Preparing an Inventory and Schedule of Condition of the property, explaining how appliances function and taking meter readings for utilities and services | |

DURING YOUR TENANCY:

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| Amendment Fee | £80 (inc VAT) |
| Contract negotiation, amending terms and updating your tenancy agreement during your tenancy | |
| Renewal Fee (tenant's share) | £60 (inc VAT) |
| Contract negotiation, amending and updating terms and arranging a further tenancy and agreement | |

ENDING YOUR TENANCY:

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| Check out Fee (tenant's share) | £60 (inc VAT) |
| Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit(s) | |
| Future Landlord Reference Fee | £30 (inc VAT) per reference request |
| Collating information and preparing a reference for a future landlord or letting agent | |

OTHER FEES AND CHARGES:

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| Lost Security Items | £25 (inc VAT) plus item cost |
| Obtaining necessary permissions, sourcing providers and travel costs | |
| Out of Hours Services | £60 per hour (inc VAT) plus any actual costs incurred |
| Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the hourly rate | |
| Unpaid Rent / Returned Payments | Interest at 8% above Bank of England Base Rate from date due |
| Professional Cleaning (if required) | £15 (inc VAT) per hour which will be deducted from the Security Deposit |
| Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy. | |

IF YOU HAVE ANY QUESTIONS ON OUR FEES, PLEASE ASK A MEMBER OF STAFF

