

Pinewood Property Lettings List of Fees

£135.00 Tenancy Administration Fee – covers the cost for staff to process your application along with the full referencing process and the preparation of the Assured Shorthold Tenancy Agreement.

£75.00 Guarantor Fee- covers the cost for staff to process their paperwork and then link them to your tenancy, it also cover the cost of all the checks.

Check In Fee – 12% of the first month rent with a minimum of £60. Covers the cost of meeting at the property, going through the inventory and checking the property over

£75.00 Permitted Occupier Fee- covers the cost for staff to process the paperwork.

£30.00 Deposit Registration Fee (annually) – charge for covering the costs of securely registering the tenants deposit with the TDS.

£75.00 Amendment Fee – covers the costs of staff making amendments to the terms of the contract after signing

£66.00 Renewal Fee (re-sign fee) – covers the costs of staff negotiating terms and drafting a new contract for a new fixed term.

£30.00 Transfer to Periodic Tenancy – covers the costs of staff negotiating the terms with the landlord.

£50.00 Check Out Fee – covers the costs of staff meeting the tenant on site and running through the inventory to ensure that the tenant has left the property as they should so that they get their deposit returned in line with the TDS guidelines.

£35.00 Future Landlord Reference – covers the costs of drafting a reference for the outgoing tenant.

£20.00 Late Rent Charge - cost of staff time chasing the outstanding rent. This charge will be applied to a tenants account after the rent is seven days late and deducted from the deposit if they fail to pay at the time.

£25.00 visit Fees – cost of staff time if we book an inspection appointment with you that is not kept, or if we have to visit the property because of a neighbour complaint that is upheld will be £25.

£25.00 Lost Security Item Fee (per item) – cost of staff time arranging for new keys to be cut (in addition to the key cutting costs).

£30.00 Standing Order Not cancelled Fee – cost of staff time in arranging to return overpaid rent to your account where you failed to cancel your rent standing order at the end of your tenancy.

£40.00 Per Hour Out of Hours Service Including the Removal of Abandoned Items - Covering the cost of staff working out of hours and undertaking work that was the tenants responsibility.

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