

Tenant Fees

Hopkins and Partners Ltd are members of a Redress Scheme run by The Property Ombudsman.

Hopkins and Partners Ltd are members of a money protection scheme by NALS.

Referencing charge:

- **£ 120.00 (Including VAT)** For each adult applying to rent a property and each guarantor, if required. (if the Landlord wishes to do further checks, there may be an extra charge for this)

The referencing fees are non-refundable, once an application form has been submitted, regardless of the outcome. THIS CHARGE IS BY NO WAY A GUARANTEE OF A LET AND AGAIN IS NON-REFUNDABLE.

Administration charge:

£120.00 (Including VAT)

Charges are per property and covers the set-up of your tenancy / guarantor agreement and "Checking in & out" of the property at either end of the tenancy.

The following must be fully paid in clear funds on or before your moving in date. Personal cheques will only be accepted if issued 5 working days prior to moving day, giving them time to clear the banking system. You will not be permitted to occupy our rental property if there is any amount of money outstanding on the moving day.

Holding Fee: (Including VAT)

- **£300.00** Per property and this is to hold the property you wish to take up tenancy for and holds the property for a period of one month maximum. This Fee is refundable to you when you take up tenancy or can be deducted from your additional fees as stated below.

The Fee is non – refundable if you for whatever reason decide not to take the property through no fault of Hopkins & Partners Ltd or the landlord of the property.

Security Deposit:

- **equal to one months rent including VAT** Held by Hopkins & Partners Ltd. Or by Landlord acting as stakeholders. Only to be refunded when the property has been vacated and its condition, your forwarding address and proof of paid bills can be verified. No interest will be paid on this sum.

Rent in advance:

- **equal to one months rent including VAT** In cleared funds before the keys can be handed over on commencement of Tenancy.