

**Reservation:** If you are wishing to reserve a property we require a **£100 (ONE HUNDRED POUNDS)** holding deposit; if accepted in principle by our landlord client, it will secure the property for maximum of three working days to enable you to complete the application & referencing forms. If the application is successful and the tenancy proceeds, this deposit will be added to the main property deposit detailed below.

**Referencing:** Our fees for the referencing process is **£240 (TWO HUNDRED AND FORTY POUNDS)** for the first applicant and **£60 (SIXTY POUNDS)** for each subsequent applicant, including Guarantors where required.

**YOUR HOLDING DEPOSIT ABOVE ALONG WITH THE REFERENCING FEES ARE POTENTIALLY AT RISK IF YOU FAIL TO DISCLOSE ANY ADVERSE CREDIT SITUATION; WE ALWAYS ENCOURAGE FULL DISCLOSURE AT THE EARLIEST STAGE IN ORDER TO AVOID ANY ISSUES PROCEEDING WITH YOUR NEW TENANCY AND THE COST IMPLICATIONS INVOLVED. PLEASE ASK FOR FURTHER CLARIFICATION IF REQUIRED**

**Deposit:** A security deposit equal to one months rent will be required for every tenancy; this will be added to the £100 holding deposit taken at the point of reservation above. We lodge all of our deposits with the Deposit Protection Scheme, so you can be assured they are held independently. A schedule of condition including photographs (Inventory) will be prepared to compare the condition of the property at the beginning and end of the tenancy (excluding some tenant find properties). Our landlord client reserves the right to claim compensation from the security deposit for any degradation/damage of their property that cannot be attributed to fair wear & tear. You will have the right of appeal for any deductions made, any dispute will be adjudicated by the independent **DPS Resolution Service**, please ask for clarification if required.

Other costs:

**Tenancy check out fee £90 (NINETY POUNDS)**

**Chargeable to the tenant on all managed properties and deducted from the deposit**

**Tenancy renewal fee £30 (THIRTY POUNDS)**

Chargeable/payable on renewal of each **NEW** term

**Late payment charge £30 (THIRTY POUNDS)**

We reserve the right to charge this administration fee, on each occasion that the rent is not paid by the rent due date.

**Lost keys or Security items: £20-£50 (TWENTY-FIFTY POUNDS)**

We reserve the right to charge for the replacement of each key or security item plus an administration charge for any items that need to be replaced.

**Out of hours services:**

Where it is deemed the actions of the tenant have been the cause of the issue that has resulted in a call out of our agent or nominated contractor, there will be a charge of **£60 (SIXTY POUNDS)** for the call out, up to and including the first hour, and **£60 (SIXTY POUNDS)** thereafter or part thereof.

**Pet Deposits:**

Permission will always be required for pets, as the views of our landlord clients range from property to property. If permission is granted by the landlord an additional security deposit may be required, this aspect does differ from property to property. Further details available upon request.

**WE ENDEAVOUR TO BE CLEAR WITH ALL OF OUR CONDITIONS & CHARGES ; IF IN DOUBT PLEASE ASK A MEMBER OF OUR TEAM, THEY WILL ONLY BE TOO HAPPY TO HELP.**

**ALL FEES QUOTED ARE INCLUSIVE OF VAT; HOLDING FEES & DEPOSITS DO NOT ATTRACT VAT**

**SBK PROPERTY CONSULTANTS LTD DO NOT SUBSCRIBE TO ANY MONEY PROTECTION SERVICE**