



COMPLETE RPI
Your property our priority

Tenant Fee & Deposits Schedule - for Assured Tenancy (Housing Act 1988)

Fee Description	Excluding VAT	Including 20% VAT
Contract variation, novation, amendment or change of occupant at the tenant's request within an existing tenancy	£41.67	£50.00
Default fee of interest on late rent if rent is more than 14 days overdue	3% + Bank of England Base Rate	
Fee for lost keys or other respective security devices	actual replacement cost to the landlord	
Fees payable on ending a tenancy early at the tenant's request	actual costs incurred by landlord to arrange new tenancy	

Deposit Type	Amount
<p>Holding Deposit required to reserve the property while referencing and pre-tenancy checks are completed.</p> <p>The amount will be deducted from the first rent payment if the tenancy proceeds or refunded if the landlord withdraws, the checks fail through no fault of the tenant or the deadline is not met through no fault of the tenant.</p> <p>May be retained if the tenant withdraws, provides false or misleading information, fails Right to Rent checks or does not take reasonable steps to enter the tenancy.</p>	Capped at 1 week's rent
<p>Refundable Tenancy Deposit required to be paid to cover unpaid rent, damage to the property, missing items, or breaches of the tenancy agreement.</p> <p>The deposit will be protected with the Tenancy Deposit Scheme (TDS) within 30 days of receipt and will be returned within 10 days of the agreement of any deductions at the end of the tenancy. Any disputes will be governed by the dispute resolution service of the TDS.</p>	Capped at 5 weeks' rent (where annual rent is under £50,000)