

Tenant information and fees

One month's rent in advance	One month's rent will be payable at the beginning of the tenancy
Holding deposit	Equivalent to one weeks rent and reserves the property whilst the referencing process takes place. This can be held for a maximum of 15 days (unless agreed otherwise between the parties, in writing). If referencing is not passed due to false or misleading information being supplied or if the applicant withdraws from proceeding this deposit will be retained
Tenancy deposit (for rent less than £50,000 per year)	Equivalent to five weeks rent. Payable at the start of the tenancy and refunded at the end of the tenancy minus any deductions for rent arrears or repairs to damage caused by the tenant
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Referencing	All referencing is undertaken by a third party company called Canopy
Registration of tenancy deposit	We register all tenant deposits with the Deposit Protection Service (DPS) proof of which will be supplied to all tenants once registered
Other fees	A charge of £50 including VAT will be charged for any changes to the tenancy agreement at the tenants request to include any amendments such as adding a tenant to the tenancy agreement
Replacement keys	The cost of any replacement keys will be the responsibility of the tenant
Locksmith attendance	Should a locksmith's attendance be needed after loss of keys the cost of this call out along any works undertaken will be the responsibility of the tenant
Signing the tenancy agreement	Each applicant will need to attend our Kidderminster office on the date the tenancy begins at an agreed appointment time to sign the tenancy agreement so this can be witnessed

Collection of keys	Keys will be handed over to you when you attend the office to sign the tenancy agreement