



richmond chase

FEES TO: TENANTS

BEFORE YOU MOVE IN:

Set up fee £350 inc VAT

Includes referencing tenant (identity, financial checks, obtaining references from previous and current employers and landlord. Contract negotiation and arranging tenancy agreement.

Additional Tenant Fee £75 inc VAT

Processing the application, associated paperwork and referancing.

Guarantor Fee £75 inc VAT

Covering credit referencing and preparing a deed of guarentee as part of the Tenancy Agreement.

Permit Occupier Fee £75 inc VAT

Explaining to any permitted occupier their rights, responsibilities and the provision of documentary assistance during the tenancy to the named Tentant(s) and Landlord.

Pet Deposit Returnable Security Deposit- £250

To cover any risk of property damage. It will be protected with your security deposit in a Government authorised scheme. At the end of tenancy it may be returned.

Accompanied Check-in Fee Depends on property size, inc VAT

Explaining how appliances appliances work and taking utilitie and service meter readings.

Also, preparing an Inventory and schedule of the condition of the property.

DURING YOUR TENANCY:

Amendment Fee £300 inc VAT

Negotiation of the contract, amending terms and updating your tenancy agreement during your tenancy.

Renewal Fee £120 inc VAT

Negotiation of the contract, amending and updating terms and arranging further tenancy and agreement.

ENDING YOUR TENANCY:

Check out Fee Depends on property size, inc VAT

Attending the property to undertake an updated schedule of conditions based on the original Inventory as well as negotiating the repayment of the security deposits.

Future Landlord Referance Fee £60 inc VAT

Collecting infomation and creating a referance for the future landlord or letting agent.

OTHER FEES:

Lost Security Items £50 inc VAT, in addition to item cost

Obtaining necessary permissions, sourcing providers and travel costs.

Out of hours services £100 per hour, inc VAT

When the agent or a contractor has to visit the property to remedy a situation caused by a tenant.

18 High Street, Gravesend, Kent, DA11 0BA

Tel: 01474 240304 Fax: 01474 240305

www.richmondchase.co.uk info@richmondchase.co.uk

Richmond Chase is a trading name of Arberforth Ltd company no. 06264917 Registered address 15 Lennox Road, Gravesend, Kent, DA11 0EL