

Stuart Smith (Derby) Ltd.

Residential Property Management

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Schedule of prohibited payments - Tenant

Applications	
Holding Fee	In line with the requirements outlined within Schedule 1, Tenant Fees Act 2019 you are required to pay a refundable holding deposit equivalent to one week's rent in order to reserve a property.
Company Let/ Common Law Agreement	£294.00 (Inclusive of VAT)
In Tenancy	
Additional copies of lease	£15.00 (Inclusive of VAT)
Inspection Appointment (Tenant failed to attend)	£60.00 (Inclusive of VAT)
Gas Safety Inspection Appointment (Tenant failed to attend)	£60.00 (Inclusive of VAT)
Arrears/Breach of lease letters	£60.00 (Inclusive of VAT)
Notice of Possession letter	£90.00 (Inclusive of VAT)
Late payment charge	3% of rent outstanding plus base interest rate
Refund of over payment / Standing Order not cancelled per payment	£60.00 (Inclusive of VAT)
Variation to lease	£96.00 (Inclusive of VAT)
Early termination (upon landlords agreement)	£294.00 (Inclusive of VAT)
Change of sharer	£96.00 (Inclusive of VAT)
Non authorised change of meter to pre pay meter	£120.00 (Inclusive of VAT)
Checkout	
2nd Checkout fee- Tenants give the option to re-attend due to dilapidations after initial checkout conducted.	£60.00 (Inclusive of VAT)
Keys returned late at end of tenancy	Day rate of rent plus breach of lease £60.00 (Inclusive of VAT)
End of Tenancy dilapidations charge	30% in addition to works (Inclusive of VAT)
Pre-Payment meters in debt/ Non return of pre-payment keys	Top-up cost plus £42.00 (Inclusive of VAT)