

Tenant Fees and Charges

All charges include VAT at the current rate of 20%. This rate is subject to change should the VAT rate increase or decrease. We retain the right to amend our fees if we give you reasonable prior notice.

Offer Stage

You should allow for the following payments when making an offer to rent a property:

For Assured Shorthold Tenancies (ASTs):

- A Holding Rent to reserve the property (equivalent to 1 week's rent). If your offer is accepted, then the holding rent paid will be deducted from the initial rental payment. Please note that if you make an offer which you later withdraw, or if the tenancy application cannot proceed because you have given misleading or incorrect information, you may lose all or some of the above.

References and Right to Rent

All applicant references (where applicable) are undertaken by an independent specialist referencing company. You will be asked to complete their online application form.

You will need to provide us with proof of your right to rent a property in England, in line with the Immigration Acts 2014 and 2016, and to prove your current address (such as an original bank statement, credit card bill, utility bill, council tax demand, etc., dated within the last three months). We will take a photocopy and return the originals to you. We cannot accept photocopies, faxes, or scanned copies from you.

Offer Accepted Stage

- One Month's rent in Advance
- Five-week security deposit (less the holding rent already taken as above)

Further rents are to be paid by direct debit from one nominated UK bank account. All deposits held by Maalems for Assured Shorthold Tenancies will be protected by the Tenancy Deposit Scheme (TDS).

Amendments or Changes to the Tenancy Terms

Amendments Requested by Tenant: £50 or reasonable costs.

Early Release: If, for any reason, you request your landlord to agree to ending the tenancy earlier than the end date set out in the tenancy agreement (or in line with any break clause included in the tenancy agreement), then he/she does not have to agree to this. However, should your landlord agree, then he/she can ask you to reimburse him/her for any financial loss he/she might suffer as a result. This may include the equivalent of the letting fee already paid by your landlord to us from the date you wish to end the tenancy until the date you could contractually end the tenancy (calculated as a daily rate).

This may also include the landlord's cost outlined below:

- Tenancy Agreements: £210 (£175 plus VAT)
- Addenda or Memoranda: £210 (£175 plus VAT)
- Deposit Registration (annually): £60 (£50 plus VAT)
- Tenant Referencing, per person: £60 (£50 plus VAT)

Change of Sharer: Your landlord does not have to agree to you changing any of the named tenants during the tenancy term. However, he/she may agree to do so, subject to you reimbursing him/her for any financial loss he/she might suffer as a result of ending one tenancy early and creating a new tenancy. This may include:

- Tenancy Agreements: £50 or reasonable costs.

Lost Keys, Fobs, or Any Other Security Device: The actual replacement cost. You may also incur an administration charge at £30 per hour.

Lock Change or Repair, Lost Keys Resulting in Being Locked Out: Locksmith's Charge.