

TENANT FEES SCHEDULE

APPLIES TO ASSURED PERIODIC TENANCIES (APTS) IN ENGLAND



All assured shorthold tenancies will automatically become assured periodic tenancies on or after 1 May 2026.

www.west-tpc.co.uk

Holding Deposit (per tenancy)

One week's rent. This is to reserve a property. Please Note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a Right-to-Rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and / or Deed of Guarantee) within 15 calendar days (or other Deadline for Agreement as mutually agreed in writing). If the tenant is a company (PLC, Ltd or LLP) an administration fee is payable to reserve the property instead of a holding deposit.

Security Deposit (per tenancy. Rent under £50,000 per year)

Five weeks' rent.
This covers damages or defaults on the part of the tenant during the tenancy.

Security Deposit (per tenancy. Rent of £50,000 or over per year)

Six weeks' rent.
This covers damages or defaults on the part of the tenant during the tenancy. Properties over £100k are not covered by the Tenant Fees Act 2019.

Rent

The rent must not be more than the advertised amount, and must clearly explain what is included. Rent should be required at regular intervals and should be equally split across the tenancy. You cannot pay rent before a tenancy agreement is signed.

Rent in Advance

A landlord or agent can ask for a maximum of 1 month's rent in advance, after the tenant and landlord have signed the tenancy agreement and before the tenancy start date.

Unpaid Rent

Interest at 3% above the Bank of England Base Rate from Rent Due Date until paid in order to pursue non-payment of rent. Please Note: This will not be levied until the rent is more than 14 days in arrears.

Company tenant

Company tenant £360.00 (inc. VAT) This is to reserve a property and is a non-refundable referencing fee, set up fee and contribution to the tenancy agreement. A full security deposit will also be required (Company tenant is defined where the tenant will be PLC, Ltd or LLP) Company Lets are not subject to APTs

Lost Key(s) or other Security Device(s)

Tenants are liable to the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual costs of a locksmith, new lock and replacement keys for the tenant, landlord any other persons requiring keys will be charged to the tenant. If extra costs are incurred there will be a charge of £30 per hour (inc. VAT) for the time taken replacing lost key(s) or other security device(s).

**Variation of Contract
(Tenant's Request)**

£50 (inc.VAT) per agreed variation. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents

**Change of Sharer
(Tenant's Request)**

£50 (inc. VAT) per replacement tenant or any reasonable costs incurred if higher.
To cover the costs associated with taking landlord's instructions, new tenant referencing and Right-to-Rent checks, deposit registration as well as the preparation and execution of new legal documents.

**Early Termination at
Tenant's Request**

Should the tenant wish to end the tenancy then they must give 2 months' notice. The landlord can charge a fee if their tenant does not give the correct amount of notice. The landlord can charge up to the amount of rent they would have received if the tenant had given the correct amount of notice.

Please ask a member of staff if you have any questions about our fees.

CLIENT MONEY PROTECTION:

www.propertymark.co.uk

INDEPENDENT REDRESS:

www.tpos.co.uk