

New Forest Sales & Lettings Ltd

Fee Information for Tenants 2017

(Note: All fees include VAT)

Reference / Admin Fees:

Based on 6 or 12 month tenancy £ 450.00

(NOTE: no refund is available **under any circumstances** once references have been applied for as New Forest Sales & Lettings are charged by the reference Company)

Charge if a Guarantor is required £ 180.00

Charge if a second Guarantor is required £ 60.00

Renewal of Tenancy Agreement £ 120.00

Addition of Tenant during term of a Tenancy £ 120.00

Payment of rent by cash or cheque £ 30.00

Failure to cancel a Standing Order resulting in unnecessary return of monies £ 18.00

Late rent payment

Rent arrears reminder letter £ 30.00

Further reminder letter £ 96.00

Charge for provision of access (9am to 6pm) £ 24.00

Charge for provision of access (6pm to 9am) £ 60.00

Charge for provision of standard front door keys £ 9.00 per key

Early Release from Tenancy Charge

1 month before tenancy end £ 120.00

2 months before tenancy end £ 240.00

3 months or more before tenancy end: as applicable

Charge for Check-Out, undertaken by a third party company £ 90.00

Charge for Inventory, undertaken by a third party company £ 90.00