

Meller Braggins

Assured Shorthold Tenancy Fees:

Charges are chargeable under the following circumstances:	Charge (inclusive of VAT)
Holding deposit	Equivalent to one week's rent which, if your application is successful, will be put towards your first rent due on completion of your tenancy. For example, if the rental is £1,000 per calendar month the holding deposit you will have to pay will be £1,000 x 12 months/52 weeks = £230.77.
Amendments to your tenancy agreement after the tenancy agreement has been signed	£50 or for any reasonable costs incurred if these are higher than £50
Deposit (of annual rental up to £50,000)	Equivalent of five weeks' rent. For example, if the rental is £1,000 per calendar month the deposit you will have to pay will be £1,153.84
Deposit (of annual rental of £50,000 or more)	Equivalent of six weeks' rent
Early termination	All costs, fees and charges incurred by the landlord for allowing early termination including the agents' existing or re-letting fee.
Late, unpaid, returned rent payments	3% above the base rate of Bank of England per annum calculated daily.
Lost/Replacement security items (Keys, fobs and security devices or associated items which have been lost, damaged or broken.	Up to £180 inclusive of VAT.

Client money protection (CMP) provided by RICS:

[rics.org/clientmoneyprotectionscheme](https://www.rics.org/clientmoneyprotectionscheme)



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Non Housing Act Tenancy Fees

Charges are chargeable under the following circumstances:	Charge (inclusive of VAT)
Pre Tenancy Application Charge	£200
Administration fee* (for contract negotiation and arranging the tenancy)	£114
Extensions to tenancy agreement (tenant's share) – please note that extensions cannot be automatically guaranteed).	£114
Credit control – should Meller Braggins be required to chase collection of rent at any time:	
Telephone call	£12
Letters & default payments (i.e. returned standing orders)	£30
Amendments to Tenancy Agreements	£114
Letters for any other breach of tenancy	£30
Failure to attend an appointment or contractor visit	£30
Out of hours service (where actions of the tenant result in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate	£50 per hour
Arrangement of remedial works following tenant damage to a property, or other obligations not fulfilled – the tenant will be liable for payment in full for such work, together with an administration fee equal to 15% of the cost of the work carried out	Min £30 administration fee
Provision of reference for future landlord (cost per applicant)	£30

*On receipt of an acceptable report from Homelet, an Administration fee of £114 inclusive of VAT is payable in addition to any referencing application fee and before a tenancy agreement is prepared. If an applicant(s) withdraws at any stage prior to the signing of a Tenancy Agreement being formally completed, the applicant(s) will not be entitled to any refund of the application fee and administration fee.