

Tenant Scale of Fees (as from June 2019)



Holding Deposit:

The holding deposit is equivalent to ONE WEEK'S RENT (rounded down to the nearest GBP). If your application is successful, this deposit will go towards the rent payable on move in. The holding deposit will hold the property if the landlord approves your initial application. If the landlord declines your application prior to referencing commencing the deposit is refundable, if the referencing commences and fails due to incorrect information given, or you withdraw from taking the property the holding deposit will be non-refundable. This fee will be payable by BACS transfer. Please speak to the office for the relevant bank account information.

To process your application swiftly we will also require the following;

- The last three months bank statements must be provided to Shires before the application can be processed. (Required from each applicant)
- In order to meet the obligations of the Immigration Act 2014 we are required to have had sight of your passport and take a copy for our file. (Required from each applicant)

As well as paying the rent, you may also be required to make the following permitted payments;

Before the tenancy starts (payable to Shires 'the Agent') via BACS transfer.

- Holding Deposit: 1 week's rent
- Deposit: 5 weeks' rent
- Pets may be permitted to stay at the property, subject to the landlord's approval

During the tenancy (payable to the Agent)

- Payment of up to £50 if you want to change the tenancy agreement
- Payment of interest for the late payment of rent
- Payment of £30 Including VAT for the reasonably incurred costs for the loss of keys/security devices
- Payment of any unpaid rent or other reasonable costs associated with your early termination of the tenancy

During the tenancy (payable to the provider) if permitted and applicable

- Utilities – gas, electricity, water
- Communications – telephone and broadband
- Installation of cable/satellite
- Subscription to cable/satellite supplier
- Television licence
- Council Tax

Other permitted payments

Any other permitted payments, not included above, under the relevant legislation including contractual damages.

Tenant protection

Shires Estate Agents Ltd & Shires MBC Ltd are a member of UKALA Total Loss CMP, which is a client money protection scheme, and also a member of The Property Ombudsman, which is a redress scheme. You can find out more details on the agent's website or by contacting the agent directly.