

Belgarum Estate Agents Limited operate in full compliance with the Tenant Fee Act 2019. As part of our obligations we wish to make clear the payments that are deemed 'Permitted Payments' under the Act, and under what circumstances those payments will be levied. It should be noted that the Tenant Fee Act 2019 only applies to Assured Shorthold Tenancies. As such, fees for other tenancy types still apply, and are listed in full below.

PERMITTED PAYMENTS FOR ASSURED SHORTHOLD TENANCIES

BEFORE YOU MOVE IN:

Holding Deposit	Equivalent to 1 week's rent	The holding deposit is a payment made to reserve the property and remove it from the market pending application for tenancy, referencing and Right to Rent checks. This payment contributes towards the first month's rent is forfeit in the event that the tenant withdraws their application or provides false or misleading information.
Security Deposit	Equivalent to five weeks' rent where the annual rent is less than £50,000, or six weeks' rent where the annual rent is £50,000 or above	A refundable Security Deposit will be taken prior to the commencement of the tenancy as security for the performance of any obligations or the discharge of any liability arising under, or in connection with, the tenancy (for example in case of any damage or unpaid rent or bills at the end of the tenancy).

DURING YOUR TENANCY:

Rent	Varies per property, and subject to review at the end of each fixed period.	The amount of rent will be agreed in advance of the tenancy, and in advance of any money being paid by the tenant in connection with the tenancy. The rent will be paid at pre-agreed regular intervals (usually monthly). The rent will be reviewed at the conclusion of each fixed term in accordance with the relevant clauses and provisions made in the tenancy agreement.
Changing the tenancy	£50 (inclusive of VAT) per property	Where a tenant requests a change to the tenancy agreement (e.g. a change of sharer or permission to keep pets in the property) this fee is payable for the work involved in amending the tenancy agreement. Any such changes are strictly subject to the Landlord's written consent. The Landlord is under no obligation to grant such changes.
Early Termination of Tenancy	Equivalent to 1 month's rent	If the tenant wishes to leave before the end of their contracted period of tenancy, a fee is payable to compensate the landlord for any loss incurred, or the costs involved in sourcing a replacement tenant earlier than should have been necessary. Any such termination is strictly subject to the Landlord's written consent. The Landlord is under no obligation to grant such changes.
Utilities, Council Tax, Communication Services and TV Licence	Dependent on provider and usage	Tenants are still responsible for paying bills in accordance with the tenancy agreement, which could include council tax, utility payments (gas, electricity, water) and communication services (broadband, TV, phone).
Late Rent Default Charges	Bank of England base + 3%	In accordance with the relevant clauses within the tenancy agreement, the tenant must pay a default fee for late payment of rent (which is more than 14 days overdue). Default fees will accumulate from the first day the rent is late, but will not be levied until 14 days thereafter.
Replacement of Lost Keys, Security Device, Remote Control or Permit	Direct cost of replacement items	The tenant will pay for the replacement of any lost key, security device, remote control or permit which gives access to, or is associated with, the subject property. Such costs are not possible to determine specifically, and will depend entirely on the cost incurred by the Agent or Landlord for a like-for-like replacement.

FEES FOR TENANCIES NOT COVERED BY THE TENANT FEE ACT 2019

Non Housing Act Tenancy	£600 (inclusive of VAT) per property	Company credit check and/or referencing of the occupant/tenant.
Accompanied check-in fee (Optional)	£150 (inclusive of VAT) per property	Preparing an Inventory and Schedule of Condition of the property, accompanying tenants upon arriving at property and take meter readings for utilities and services.
Future Landlord reference fee	£30 (inclusive of VAT) per reference request	Collating information and preparing a reference for a future landlord or letting agent.
Check Out fee (tenant's share)	£150 (inclusive of VAT) per property	Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit(s).
Lost security items	£60 (inclusive of VAT) plus item cost	Obtaining necessary permissions, sourcing providers and travel costs.
Out of hours services	£60 (inclusive of VAT) plus any actual costs incurred	Where actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at the prevailing rate.
Early release fee	Equivalent to 1.2 x month's rent	An early release is only permitted subject to the Landlords prior consent and paid by exiting tenant.

All persons over the age of 18 that wish to reside in the property must be listed on the tenancy agreement and are subject to referencing and Right to Rent checks.

We require proof of identity and proof of address documents for each person named on the Tenancy Agreement. Please supply original copies of name and address verification; proof of address must be no more than 3 months old. Immigration and visa confirmation will also be carried out.

Applicants will be subject to Anti Money Laundering checks in accordance with Belgarum's Money Laundering policy for any transaction paid in cash over the value of £10,000.

Properties will be offered on an Assured Shorthold Tenancy Agreement (except where the tenant is a company or the rent exceeds £100,000 per annum).

A security deposit is required, which is usually 5 weeks' rent. Security deposits will be registered under a government approved scheme.

No smoking is permitted in any property.

CLIENT MONEY PROTECTION (CMP) PROVIDED BY: ARLA
INDEPENDENT REDRESS PROVIDED BY: TPO

