

# Charges and Fees for Tenants

As well as paying the rent, you may also be required to make the following permitted payments. All the following fees are inclusive of VAT at the current rate, unless otherwise stated.

*\*Please note that we are unable to accept payment from American Express Credit Cards\**

## NO DEPOSIT SCHEME

You will pay the monthly No Deposit Scheme fees to John Shepherd throughout the tenancy as set out below. These payments should be made at the same time as your rent payment by standing order.

Rent per calendar month up to **£999.99**, you will pay an amount of **£25.00 inc. VAT**  
Rent per calendar month above **£1000.00**, you will pay an amount of **£35.00 inc. VAT**

## REPOSIT

We are partnered with Reposit, providing a nil deposit option, which is only available on properties which are eligible and where the Landlord has agreed to offer the Reposit service. These properties can be identified by the Reposit sticker on the advertising. (This service is provided by our Deposit Alternative Partner Reposit and payments are made directly to Reposit. Additional fees may apply)

|   |                                    |
|---|------------------------------------|
| Initial Charge<br>(One-off, non-refundable service charge payable direct to Reposit, subject to referencing & contract)   | <b>1 Week's Rent</b>               |
| Annual Extension Charge<br>(Payable direct to Reposit on the anniversary of your move in date if you stay longer than a 12 month period.)   | <b>£30.00 inc VAT (net £25.00)</b> |
| Replacement of Tenant Charge<br>(Admin charge payable direct to Reposit to update Tenant's details.)  | <b>£50.00 inc VAT (net £41.67)</b> |
| ADR Charge (Alternative Dispute Resolution)<br>(Payable direct to Reposit if a claim goes to ADR and the adjudicator finds the claim to be wholly in the favour of the Landlord.) | <b>£60.00 inc VAT (net £50.00)</b> |

## BEFORE THE TENANCY STARTS

*(payable to John Shepherd Lettings 'the Agent')*

Holding Deposit (Reservation Fee): **1 Week's Rent**  
Security Deposit: **5 weeks' rent** (6 weeks' rent on properties with rent more than £50,000 a year).

## BEFORE THE TENANCY STARTS

*(payable to John Shepherd Lettings 'the Agent')*

- Payment of £50.00 (net £41.67) if you want to change the Tenancy agreement (for example adding a new person to the Tenancy etc.).
- Payment of interest for the late payment of rent at a rate of 3% above Bank of England base rate.
- Payment of 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/breaking the contract. \*

*\*The Tenant will be required to give one month's notice and will be subject to paying the Landlord the equivalent of two month's rent, along with his reasonable costs incurred in identifying a replacement Tenant.*

## OTHER PERMITTED PAYMENTS

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

## NON-HOUSING ACT TENANCIES 1988 (E.G. COMPANY LET TENANCY)

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

Under new legislation, we are not permitted to charge Administration/Application fees to Tenants unless the tenancy is a Non-Housing Act Tenancy. Therefore, the fees below relate purely to Non-Housing Act Tenancies.

Included within your Application Fee: Tenant referencing checks which include affordability, current/previous landlord checks (if applicable), Credit report checks, Immigration Right To rent in the UK validation including Identification checks & preparation, delivery & completion of Tenancy documentation.

|                                     |                                      |
|-------------------------------------|--------------------------------------|
| One Tenant:                         | <b>£249.60 inc VAT (net £208.00)</b> |
| Two Tenants:                        | <b>£398.40 inc VAT (net £332.00)</b> |
| Three or more Tenants (or company): | <b>£510.00 inc VAT (net £425.00)</b> |
| Guarantor:                          | <b>£234.00 inc VAT (net £195.00)</b> |

## TENANCY RENEWAL

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| Tenancy Extension/Renewal: | <b>£216.00 inc VAT (net £180.00)</b> |
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## MISCELLANEOUS

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| Change of Tenancy Commencement date prior to the start of the tenancy: | <b>£30.00 inc VAT (net £25.00) (if the Tenancy paperwork has already been prepared by the Agent and distributed)</b> |
| Property alterations / variations of the Tenancy Agreement:            | <b>£99.00 inc VAT (net £82.50)</b>   |
| Any other variation, novation or assignment of the Tenancy:            | <b>£294.00 inc VAT (net £245.00)</b>   |
| Tenancy reference provided to any third party:                         | <b>£234.00 inc VAT (net £195.00)</b>   |

## RENTAL ARREARS

|   |  |
|---|--|
| Rent Outstanding for 14 Days or More:                 | <b>3% Daily Interest Rate</b><br>(above Bank Of England Base Rate).      |
| Rent Outstanding for 14 Days or more:                 | <b>£54.00 Inc. VAT (net £45.00)</b> per week until rent balance is clear |
| Non-Payment of Standing Order or Returned Cheque:     | <b>£54.00 Inc. VAT (net £45.00)</b>                                      |
| Letter or e mail sent in respect of outstanding rent: | <b>£54.00 Inc. VAT (net £45.00)</b>                                      |
| Property visit in respect of outstanding rent:        | <b>£54.00 Inc. VAT (net £45.00)</b>                                      |

## RENTAL ARREARS

|  |                                     |
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| Charge for each Letter sent plus other associated Legal costs: | <b>£54.00 Inc. VAT (net £45.00)</b> |
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## TENANT PROTECTION

John Shepherd Lettings are a proud member of Propertymark, which is a client money protection scheme, and we are also a member of The Property Ombudsman which is a redress scheme. You can find out more details on our website or by contacting us directly.