

## Tenant's Fees

### Before Moving In

Administration Fee, £444 inc VAT.

- Referencing for all tenants, identity and immigration check.
- Negotiating contract.
- Arranging the tenancy.
- Non refundable should you withdraw from the tenancy.
- Refundable should the landlord withdraw from the tenancy for any reason other than failed referencing or failure on yourpart to disclose important information (e.g. unspent criminal convictions).

Reissue Of Contract Fee, £192 inc VAT.

- Changing the contract after it has been agreed and sent out.

### Deposit

Usually 1.5 – 2 months rent and where applicable, will be held in an authorised scheme. May be subject to deductions at the end of the tenancy and may be returned at the end of the tenancy.

### Throughout The Tenancy

Renewal Fee (tenant's share), £114 inc VAT.

- Negotiating and drawing up new tenancy documents.

### At The End Of The Tenancy

Checkout Fee

Fee dependent on size and furnishing of property. An independent inventory clerk will attend the property to assess the property against the original condition as detailed in the original inventory. They will then produce a report detailing any dilapidations and where responsibility lies.

Grantley is an ARLA licensed member  
[www.arla.co.uk](http://www.arla.co.uk)

Client money protection (CMP) provided by ARLA  
Independent redress scheme operated by The Property Ombudsman (TPO)  
Tenancy Deposit Protection Scheme:TDS



Grantley trade as a Limited company registered at Companies House (No 06647956). VAT number is 937826972.  
Grantley is a member of the Dispute and Compensation Scheme operated by The Property Ombudsman ([www.tpos.co.uk](http://www.tpos.co.uk)) and members of the Association of Residential Lettings Agent (ARLA) and subscribe to the code of conduct of that organisation.