

Charges for Tenants

REFERENCING *

Tenant referencing £140 including VAT per person

GUARANTORS

£140 including VAT per person includes referencing and a Guarantor's agreement.

SET UP FEE *

£170 including VAT per TENANCY (household)
For the process of setting up the tenancy, collating associated paperwork and signatures.

PROCESSING PLATFORM FEE

£6 fee will be charged directly to yourself by our online tenancy processing platform (per tenant/user).

DEED OF ASSIGNMENT

£300 including VAT - To swap yourself out of a tenancy in a house share situation during the fixed term or agreed periodic contract – if agreed by the landlord. Paid by the outgoing tenant. This charge covers liaising with the landlord and all tenants, producing the Deed with all tenants named including existing, exiting and incoming. All associated paperwork that legislation requires us to produce for the incoming tenant and dealing with the deposit return for the outgoing tenant. Please note this is usually much more work than a new contract, which is why the charge is higher.



Daisy lets & sales, Daisylets, Daisy Sales are all trading names of Daisy Property Services Limited, company no. 6692837
Registered office: 5 London Road, Forest Hill, London, England, SE23 3TW • Registered for VAT: no. 970 4057 24

residential lettings & property management

Daisy lets & sales • 165 Lordship Lane SE22 8HX • 5 London Road SE23 3TW

CONTRACT RE SIGN or Amendment

For sharers swapping during the fixed term, or on an agreed periodic contract where no contract is being re-signed, a deed of assignment is signed as above. If re-signing a new AST at the end of a fixed term or on a periodic contract where there are no changes to tenants, there is no charge to the tenants.

CHECK OUT visit and report

Inventory	Unfurnished	Furnished
One Bedroom	£120	£132
Two Bedrooms	£132	£144
Three Bedrooms	£144	£156
Four Bedrooms	£156	£168
Five Bedrooms	£168	£180

But please take note:

The above fee's are for standard properties, £15 including VAT will be charged for additional rooms such as en-suite, extra receptions, conservatories etc

Sunday, Bank Holidays & Evening + £30 including VAT

PET DEPOSIT

Some landlords will ask for a larger deposit if you have a pet

NO RENEWAL FEES

We do not charge an admin fee for you to stay in your property once the fixed term has ended if we have not done anything, fees apply as above for any paperwork carried out.

OUT OF HOURS SERVICE

Where the actions of the tenant results in the agent (or nominated contractor) attending the property, time to remedy the situation is charged at £80 including VAT per hour plus any actual costs incurred.

MISSED CALL OUT

If you have arranged to be in to give a contractor access and you fail to be present. £80 including VAT.

In the event of any Daisy staff appointment that has been agreed and the tenant failed to keep or where access has not been granted £45 including VAT.

LOCKED OUT/LOST KEYS

To attend a property with management keys when the Forest Hill office is closed - charged as above (we do not guarantee to be able to attend, you should make alternative arrangements until a fellow occupier returns). If you decide to get the locks replaced as an emergency instead you must pay for the damage to be made good or the cost will form part of the deposit return and you will need to replace all sets of keys plus two sets to us. Lost keys - please arrange to borrow our management set and get keys cut yourselves. If the keys are a special type of security key we will have to get them cut for you and re-charge you the cost plus our time as above.

UNPAID RENT

Interest at 8% above the Bank of England Base Rate from date due
£30 inclusive of VAT should we have reason to write to the tenant to pursue recovery of Rent arrears

PAYMENT REFUND FEE

Payable if the Landlords' Agent is required to return any monies sent to the Agent in error. Please note, that it is the tenant's responsibility to cancel their standing order with the bank. £25 including VAT per transaction.

PROFESSIONAL CLEANING

(If required) £15 including VAT per hour which will be deducted from the security deposit. Only charged where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy.

EARLY RELEASE FEES

There is no official cost for this, as under the terms of your contract you are liable for the entire rent up until the end of the fixed term. If you wish to leave early this has to be negotiated and agreed with the landlord, permission will not necessarily be given. Typically the landlord will request the re-letting fees charged to find new tenants plus the cost of the inventory/check in are paid so they have no financial loss in order to agree an early release.

REMEDIAL WORKS

The tenant shall be liable to pay the Agent/Landlord an arrangement fee where any remedial works are required at the termination of the tenancy to restore the property to its original condition as at the commencement of the tenancy (including cleaning). This cost is chargeable per contractor.

SECURITY DEPOSIT

A deposit of 6 weeks rent is required against damage, loss and dilapidation on signing the tenancy agreement. The Landlord may request a higher amount if pet(s) are permitted or for other factors that may increase wear and tear to the property. At the end of the tenancy the deposit shall be returned to the Tenant subject to the possible deductions set out in the Tenancy Agreement and allocated in accordance with the terms of the tenancy agreement and deposit scheme regulations.

GOOD FAITH PAYMENT *

Once your offer for a rental property has been accepted, we will ask you to pay for the referencing fee (per applicant), and a good faith payment (often called a 'holding deposit') equivalent to 2 weeks rent. The good faith payment is non-refundable, and is not a fee. This payment will be deducted from the final balance owed from your moving in monies.

CALL OUT CHARGES

The tenant will be liable for any reasonable call-out charges as well as contractor costs if you wrongfully ask for a workman to visit the property, or if their visit is owing to incorrect information given by the Tenant, or is against either the Landlord or Landlord's Agent's advice.

* If you pull out after having paid your Good Faith Payment, and we have commenced referencing and/or worked on your case in order to produce a contract, the referencing fee and set up fee will not be refunded. Providing we can re-let the property on or before the date you were due to move in, you will be refunded your Good Faith Payment, this may mean we need to hold it until this date, or after if we still haven't found replacement tenants. After this date has passed you will get back an amount pro rata, depending on when new tenants can be found to move in. The residual amount is not kept by Daisy Lets & Sales, it is passed on to the landlord in compensation for the gap in when they were expecting tenants to move in and when the property is actually occupied.

*** Prices correct as of July 2018 - subject to change without notice **