

**LANDMARK – Details of Fees Charged to Tenants & Upfront Monies required prior to Moving into your chosen property inc VAT at 20%.**

Item	Charges /or Upfront monies required inc VAT @ 20%	Please Note
<b>Goodwill deposit (sometimes called a holding deposit)</b>	The equivalent of 1 weeks rent of the weekly rent agreed in your offer. (per property)	See the Tenants guide for further details.
<b>Tenants security deposit</b>	The equivalent of 6 weeks of the weekly rent agreed in your offer. (per property)	Held in accordance with the terms of the Tenancy Deposit Scheme.
<b>One calendar month's* rent in advance</b>	Charged Per Property	*Calendar monthly rent is calculated as follows: weekly rent x 52 (weeks in the year) divided by 12 (months in the year)
<b>Tenant Referencing</b>	£210.00	Charged Per tenant
<b>Guarantor Referencing (1<sup>st</sup> guarantor is free)</b>	£120.00	Charged Per guarantor
<b>Company Referencing</b>	£360.00	Charged Per Company
<b>Contract extension</b>	£120.00	Charged Per Tenancy
<b>Re-visit for Check Out</b>	£36.00	Charged Per Property
<b>Re-issue of Contract</b>	£36.00	Charged Per Property
<b>Mortgage Reference Fee</b>	£60.00	Charged per reference
<b>Extra Key</b>	£18.00	Charged per key
<b>Duplicate copy of Inventory</b>	£36.00	Charged per Inventory Copy
<b>Missed or late cancellation of an appointment with either a contractor, Inventory Clerk or for a Periodic Inspection</b>	The <b>reasonable costs</b> incurred and charges to us by any of those service providers mentioned	Charged per missed or late cancellation of a pre-agreed appointment
<b>Letter in respect of overdue rent</b>	£21.60	Charged per letter
<b>Returned cheque or failure to set up standing order for payment of rent</b>	£36.00	Charged per returned cheque or per instance of failure to set up standing order mandate.
<b>End of Tenancy cleaning charges</b>	Standard charges for full professional cleans are provided subject to the condition, property size and if the property is fully furnished or unfurnished.	Providing the in –going inventory report, confirms that the property was cleaned to a professional standard. You are <b>Strongly advised</b> to instruct a professional cleaning company at the end of Tenancy. <b>Should you not do so you may be liable for such charges.</b>
<b>Pet damage deposit</b>	Landmark would advise the landlord that any deposit should be “reasonable”.	If applicable the level of this deposit would be negotiated and agreed between landlord & tenant.

**INVENTORIES & CHECK IN/OUT COSTS PER PROPERTY INC VAT @ 20%**

NB: Prices as stated may be subject to change due to either market increases or a change in inventory provider.

	Studio	1 Bed	2 Bed
<b>Inventory</b>	£99.00	£104.50	£110.00
<b>Check In/ Out</b>	£99.00	£104.50	£110.00
	3 Bed	4 Bed	5 Bed
<b>Inventory</b>	£115.50	£137.50	£170.50
<b>Check In/ Out</b>	£115.50	£137.50	£170.50

**NB: The costs outlined above are not necessarily costs which you will incur, however Landmark would like to bring these costs to your attention. Should you like further explanation of any of the charges detailed above, please speak to a member of staff. For a detailed explanation of renting your new home via Landmark, please download our Tenants Guide. If you have any concerns or questions please speak to a staff member or e-mail Landmark Director Peter Savage peter@lmlondon who will be very happy to help.**