

FIELD PALMER PROPERTY MANAGEMENT
APPLICANT & TENANT FEES

APPLICANT REFERENCING (PER PERSON) References will be required from the current employer, previous landlord and possibly a bank and a character reference. A credit check carried out.	£180
GUARANTOR REFERENCING (PER PERSON) References will be required from the current employer, possibly a bank and a character reference. A credit check carried out.	£100
CHECK OUT FEE (PER TENANCY) Held by Field Palmer till the end of the Tenancy as a contribution to the end of tenancy costs, payable at the beginning of the tenancy	£120
FAILED REFERENCING (PER PERSON) The fee is non refundable if declined by the landlord	
WITHDRAWAL OF PROPERTY (PER PERSON) If the Landlord withdraws the property from rental, application fee will be refunded in full.	£180
DEPOSITS (PER PROPERTY) A deposit normally equivalent to one months rent plus £100 is payable on the commencement of the tenancy and is refundable at the termination of the tenancy less any charges for damages, non payment of rent or breach of contract etc.	Dependant on monthly rent
TDS ADJUDICATION (PER TENANCY) If a deposit is submitted to the TDS for adjudication following unsuccessful negotiations. The fee is calculated as follows CLAIM AMOUNT x 12% including VAT = FEE CHARGE or £60.00 including VAT whichever is the greater.	£60 minimum
TENANCY EXTENSION FIXED OR PERIODIC (TENANT SHARE) Arranging and preparing an extension of the original tenancy agreement.	£60
AMENDMENTS TO TENANCY AGREEMENTS (PER AMENDMENT) Administration charge for making any amendment to the tenancy agreement after it has been issued	£30
PET (PER PET) In the event permission is granted we reserve the right to increase the deposit held, and may wish to add a clause in the contract stating that the carpets must be professionally cleaned/treated after vacating.	£100
REFUND OF OVERPAID RENT (PER TRANSACTION) Any overpaid rent received will be refunded subject to an administration charge.	£30
EARLY TERMINATION (PER PROPERTY) Should the tenant wish to terminate the tenancy early and the Landlord agrees, the tenant will be responsible for paying the Landlord's reasonable set up fees in securing a new tenant and the rent until a new tenancy begins calculated on a daily basis or to the end of your agreement, whichever is the sooner. For example – £300 landlords set up fee + £54 Inventory update = £354 plus rent due	£354 minimum
BRITANNIA COURT PARKING PERMIT (PER PROPERTY) Tenants of Britannia Court, Britannia Road Only. Parking permit to use a nearby carpark on match days only (subject to conditions and availability)	£50
LOCKOUT KEY DEPOSIT (PER PERSON) Deposit for releasing keys to tenants when locked out. Refundable on return of keys	£20
DEBIT CARD CHARGE (PER TRANSACTION) Payment made by debit card either in the office or by telephone	35p
CREDIT CARD CHARGE (PER TRANSACTION) Payment made by credit card either in the office or by telephone 1.8% charge of total paid For example - £500 due + 1.8% = £512 total	Dependant on amount due