



Country Properties Lettings Price List

TENANT/APPLICANT CHARGES	Price excluding VAT	Price including VAT
Application administration charge (per applicant) <i>Identity, immigration and visa confirmation and any other relevant information to assess affordability. Contract negotiation (amending and agreeing terms), arranging the suitable tenancy start and signing of agreement.</i>	£100.00 for the 1 st Applicant	£120.00 for the 1 st Applicant
Reference charge (per applicant) <i>Referencing – financial credit checks, obtaining references from current or previous employers/landlords – producing an independent assessment of suitability to rent.</i>	£100.00 per person/applicant	£120.00 per person/applicant
Reference charge – Guarantor (per person) <i>Identity, immigration and visa confirmation and any other relevant information. Referencing – financial credit checks, obtaining references from current or previous employers/landlords – producing an independent assessment of suitability to be a Guarantor of the applicant(s).</i>	£100.00 per person	£120.00 per person
Company reference fee (for company tenants)	£ per tenancy	£0.00 per tenancy
Holding Fee (not subject to VAT) <i>A holding fee (which will be used on the first month's rent) is required on completion of satisfactory references</i>		
Check-in Fee		
Check-out Fee		
Credit Card handling charge for payments	100.00% of amount paid per payment	120.00% of amount paid per payment
Renewal Fee <i>Contract negotiation, amending & updating terms and arranging a further tenancy & agreements</i>	£100.00 per extension	£120.00 per extension
Late rent payment fee (over 7 days)	£100.00 per occasion	£120.00 per occasion
Late rent payment interest charge		
Electronic return of rent overpayment	£100.00 per repayment	£120.00 per repayment
Letters confirming address/rent	£100.00 per letter	£120.00 per letter
End of Tenancy Reference Fee <i>Collating information and preparing a reference for a future landlord or letting agent</i>	£100.00 per reference	£120.00 per reference
Deposit (not subject to VAT) <i>A Deposit must be paid at the start of the agreed Tenancy, prior to move in along with the first month's rent</i>		
Electronic payment per account fee (for deposit refund)	£ per refund	£0.00 per refund
This Office is part of a Client Money Protection Scheme	123456Z	
This Office is part of the Redress Scheme	The Property Ombudsman	

All charges correct at time of print

- The asking rent does not include any fees payable. Each Tenancy is subject to a fee as listed above, payable for each additional applicant and any guarantor application. This payment is an administration charge to cover our costs such as requesting references and the removal of the property from the market.
- Properties will remain available until all completed application forms and the administration fee is received by Country Properties.
- On completion of an application form, please provide identification (driving licence/passport/recent utility bill).
- Should the references be unsuitable or the application is withdrawn, Country Properties will retain the fee to cover costs.
- The completion and submission of an application does not guarantee the offer of a tenancy. This is subject to satisfactory references being provided and is at Country Properties discretion.
- Applicants should be aware that in order to satisfy the criteria of our referencing agency, your gross income should be equivalent to 2.5 times the monthly rent and be in permanent employment. If a guarantor is required, their gross income should be equivalent to 3 times the monthly rent (or share).
- If you have concerns over your credit history, please speak further to a member of staff to see if other options are available to you.
- Please note that if you do not meet the referencing criteria, subject to agreement by the Landlord, you may have the option to pay rent in advance.
- Right to Rent Checks will be carried out under the Immigration Act 2014. You must provide us with documentation which shows you have a legal right to rent in the UK. Checks will be carried out by the Agent to verify this. In order to meet the legal requirements, you must provide us with various documents such as; Passport, Endorsed passport giving permission to reside in the UK, immigration documents endorsed by the Home Office etc.; please ask your local office for further clarification. Should the Right to Rent Checks fail, by law we will be unable to allow the Tenancy to commence and the fees paid will not be returned.
- For any other charges applicable during the Tenancy, please see a copy of the Tenancy Agreement, a (draft) copy of which will be given to you on Application.
- A fee will be due, as listed above if you wish to extend your tenancy, to cover our administration.
- It is your responsibility to insure your own belongings throughout the tenancy.
- You are responsible for any administration charges levied by your own bank in relation to obtaining a reference.
- All charges levied by Country Properties are subject to the addition of VAT at the prevailing rate.
- Country Properties reserve the right to change the schedule of fees and these terms of business upon providing reasonable notice in writing.