

FEES PAYABLE by TENANTS



All fees listed below are inclusive of VAT

The following payment are required prior to starting the tenancy agreement.

Tenant application and set up fee **Per Property** **£240.00**

Works depending on the individual circumstances of each tenancy, including:

- Conducting viewings and negotiating the tenancy between tenants and landlords.
- All paper work and following up with tenants to start the contract between landlord and tenant.
- Drawing up Tenancy Agreement contracts and arranging signatures between landlord and tenants.

Reference and Credit Check fee: **Per Applicant** **£ 84.00**

All tenants and Guarantors (where applicable) will be subject to a reference and Credit Check before the tenancy commence. An independent company will carry out all the reference checks including:

- Right to Rent check
- Credit check
- Previous landlord's reference
- Employment references to make sure the income per household would cover the full rental amount.

Inventory fees: **Per Property**

Check-Out Inventory fee to be paid by tenants.

Studio	£132
One Bedroom	£144
Two Bedroom	£156
Three Bedroom	£180
Four Bedroom	£192
Five Bedroom	£216
Six Bedroom	£240

Other matters:

- Clear funds for the deposit and the rent in advance, must be provided to Glenmore Property Services LTD prior to starting the tenancy agreement.
- Initial payment can be paid by Banker's Draft, Building Society Cheque or Cash. If the tenant wishes to make the initial payment by personal cheque, we require five clear bank working days before the funds are cleared by the bank and credited to Glenmore account.
- Money will be refunded to tenants usually by Glenmore Property Services LTD cheque or bank transfer or when requested, in the same manner payment originally made to Glenmore. This will be agreed between the Glenmore Properties and Tenants. If Tenant wishes the payment back in form of cash this can be arranged with few days' notice in advance.

Glenmore Property Services is a member of following redress schemes

- CMP - CM Protect Ltd is an independent body that provides the protection of client money whilst held by its members and the Scheme insures its liability for the payment of any claims. CM Protect Ltd appointed representative of HFIS plc
- TPO - The Property Ombudsman (TPO) scheme provides consumers and property agents with an alternative dispute resolution service.