

Tenant Fees and Charges

Common Law and Company Tenancies

Sophia Elena may charge tenants the following permitted fees. We recommend that you liaise with the office prior to entering into any agreement for further clarification if required.

Relevant Tenant Fees and Tenant Protection Information for non-Assured Periodic Tenancies (Common Law or Company Tenancies)

In addition to paying rent for the property, typically payable monthly in advance, but may be quarterly, semi-annually or annually, subject to negotiation, you may also be required to make the following permitted payments:

Before the tenancy starts:

- Holding Deposit: 2 weeks' rent
- Deposit: 6 weeks' rent against rent arrears and dilapidations (8 weeks' rent if you have a pet)
- Administration Fee (tenant referencing, preparation of tenancy agreement and other administrative costs) of £180 for the first tenant/ occupant and £90 for each additional tenant/ adult occupant/ guarantor
- Check-Out Fee: the cost of which will depend on the size of the property, if furnished or unfurnished, and is paid to an independent third-party inventory company; estimates can be provided upon request, but are in the range of £130 to £300 plus
- Stamp Duty on tenancies where the rent amounts to over £125,000 per year. Please refer to HMRC for more details
- Renewal Administration Fee (preparation of tenancy agreement/ memorandum of agreement and other administrative costs) of £180 per tenancy on the renewal of a tenancy
- Tenancy Transaction Charges: such as requests to vary or assign the tenancy - £180
- Payments to other third parties: such as council tax, utilities or payments for communications services;
- Default Charges: such as payments for the replacement of lost keys or interest on overdue rent
- Early termination at the tenant's request: if the tenant vacates the property during the term, apart from according to any agreed break clause, which is included within the agreement, the tenant will remain liable to pay rent and any other monies payable under the agreement until the term expires; or the property is re-let with the landlord's consent, whichever is earlier as well as any re-letting costs or commission incurred by the landlord
- Professional cleaning: the cost of which will depend on the size of the property, if furnished or unfurnished, and is paid to an independent third-party cleaning company; estimates can be provided upon request; this is only applies where professional cleaning is necessary to return the property to the same condition as at the start of the tenancy and it has not been carried out at the end of the tenancy

The above fees and charges are VAT inclusive.

Tenant Protection

Sophia Elena is a member of Client Money Protect (CMP), which is a client money protection scheme, and also a member of The Property Ombudsman (TPO) scheme, which is a redress scheme.

Sophia Elena holds deposits in a client account as a stakeholder in relation to Common Law and Company Tenancies. More details available by contacting the office.