

HM Lettings services – tenant fees

Our priority is to provide a complete and secure solution for our tenants – we make sure the property we move you into is of a good standard. We guide and instruct our landlords on any changes that might need to take place at the property to make sure the property you move into and live in, is a home that you will love.

Please see below a summary of our fees and charges that will apply before and during your tenancy (all fees shown include VAT at 20%).

Prior to move in		
Holding deposit	≤ 1 weeks rent	This is to reserve a property. Please note: This will be withheld if any relevant person (including any guarantor(s)) withdraw from the tenancy, fail a right to rent check, provide materially significant false or misleading information, or fail to sign their tenancy agreement (and/or Deed of Guarantee) within 15 calendar days (or other deadline for agreement as mutually agreed in writing).
Security deposit (per tenancy). Rent under £50,000 per year	≤ 5 weeks rent	This covers damages or defaults on the part of the tenant during the tenancy. To be held in a Government backed deposit scheme for the duration of the tenancy.
Security Deposit (per tenancy). Rent over £50,000 per year	≤ 6 weeks rent	This covers damages or defaults on the part of the tenant during the tenancy. To be held in a Government backed deposit scheme for the duration of the tenancy.
During your tenancy		
Variation of contract (tenant's request)	£50 per variation	To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.
Change of sharer (tenant's request)	£50 per replacement tenant	To cover the costs associated with taking landlord's instructions, new tenant referencing and right to rent checks, deposit registration as well as the preparation and execution of new legal documents.
Early termination of a fixed term tenancy agreement (tenant's request)	£480 plus any rent due during void period	Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property as well as all rent due under the tenancy until the start date of the replacement tenancy. These costs will be no more than the maximum amount of rent outstanding on the tenancy.
Other fees and charges		
Lost key(s) or other security device(s)	Cost of replacement item	Tenants are liable to the actual cost of replacing any lost key(s) or other security device(s). If the loss results in locks needing to be changed, the actual costs of a locksmith, new lock and replacement keys for the tenant, landlord any other persons requiring keys will be charged to the tenant. If extra costs are incurred there will be a charge of £15 per hour (inc. VAT) for the time taken replacing lost key(s) or other security device(s).
Unpaid rent	Interest at 3% above Bank of England Base Rate	To be charged from rent due date until paid in order to pursue non-payment of rent. Please note: This will not be levied until the rent is more than 14 days in arrears.

If you have any questions on our fees, please ask a member of staff.