

Fees and Charges for Tenants

The following is a detailed list of Fees and Charges that may be incurred before, during and after a Tenancy arranged by Salcedo & Company.

Pre-Tenancy Fees

Administration Fees

An administration fee of £200 inc VAT to cover tenancy negotiations and applying for reference checks, obtaining and processing references on the applicant's behalf to be enabled to be considered for renting. This fee is non refundable.

Referencing Fees

A referencing fee of £50 inc VAT per person will be charged to each individual Tenant, Occupier and Guarantor. This fee is non refundable.

Fees during the Tenancy

Change of Occupant

If you wish to change the named tenants, this will require permission from the Landlord and drawing up of a new tenancy agreement. There will be a charge for this service of £250 inc VAT. Referencing fees will also apply.

Renewal of Tenancy

£90 inc VAT. This charge is applicable for each and every renewal of a Tenancy.

Written Rental Demand

If a rental payment is late, we will send you a written rental demand. The charge for each and every written rental demand is £30 inc VAT.

Cancelled Payment

If a cheque issued by the Tenant has to be re-presented or is marked refer to drawer or if a standing order payment made is recalled there will be a charge of £30 inc VAT to cover our costs.

Failure to keep appointment

If, during your tenancy, we have to re-arrange an appointment for the purposes of periodic inspection or maintenance due to your failure to keep the appointment, there will be a charge of £45 inc VAT. This charge will also apply should it be necessary to re-arrange your check-out inspection.

Post-Tenancy Fees

Early Termination of Tenancy

If you wish to terminate your tenancy before the end of the term and you are not exercising a break clause contained in your Tenancy Agreement, you will remain liable for rent until the expiry of a break clause or a new tenancy has begun thus releasing you from your tenancy obligations. In such cases, there is a termination fee of up to one month's rent, plus a tenancy agreement fee (£90 inc VAT), deposit registration fee (£60 inc VAT), check in and inventory fees (see below) and potentially the difference in rent if the new tenancy is agreed at a lower rental value than your tenancy.

Inventory Check Out

Inspection Under your Tenancy Agreement, the Tenant is responsible for the cost of the Check Out inspection (the Landlord is responsible for the charges for the Inventory preparation and check in inspection). Check out charges are as detailed:

(Inventory charges correct as at June 2015, subject to change without notice)

	Furnished	Unfurnished
Studio	£120.00	£102.00
1 Bedroom	£120.00	£102.00
2 Bedroom	£132.00	£114.00
3 Bedroom	£144.00	£126.00
4 Bedroom	£186.00	£144.00
5 Bedroom	£204.00	£162.00

The relevant charge will be deducted from your tenancy deposit at the termination of your Tenancy.

Members of:
NEWINGTON
GREEN
TRADERS
ASSOCIATION



Salcedo & Company • 129 Newington Green Road • Islington • London N1 4RA

T +44(0)20 7226 3969 F 05601 264 721 E info@ssalcedo.co.uk

PARTNERS: STEVEN SALCEDO & SIMON LEECH

Salcedo
& Company

Fees and Charges for Landlords

The following is a detailed list of Fees and Charges that may be incurred before, during and after a Tenancy arranged by Salcedo & Company.

Commission Fees

Letting Service:	8.0%
Letting & Rent Collection Service:	10.0%
Letting & Property Management Service:	12.0%

Commission fees are charged on the duration of the tenancy

Additional Fees & Charges

Additional copy of the Tenancy Agreement:	£25.00
Additional copies of safety certificates (NIC-EIC, Gas Safe and EPC):	£10.00 per certificate
Deposit Registration Fee:	£50.00
Submission of non-resident landlords receipts to HMRC:	£30.00
Preparation of documentation for Court Proceedings or Deposit Scheme adjudication:	£50.00
Abortive Tenancy Charge (Once Landlord has accepted the offer verbally or in writing):	£350.00
Sale of Property Fee (if sold during the management period by landlord or third party):	£1.25%
Extension of Tenancy Agreement	
Should both the Landlord and tenant(s) wish to extend the tenancy beyond initial period:	£250 administration

Inventory Make and Check In Inspection

Under the Tenancy Agreement, the landlord is responsible for the cost of the Inventory Make and the Check In inspection (the tenant is responsible for the charges for the check out inspection). Inventory Make and Check In charges are as detailed:

(Inventory charges correct as at June 2015, subject to change without notice)

Inventory Make	Furnished	Unfurnished
Studio	£120.00	£102.00
1 Bedroom	£120.00	£102.00
2 Bedroom	£132.00	£114.00
3 Bedroom	£144.00	£126.00
4 Bedroom	£186.00	£144.00
5 Bedroom	£204.00	£162.00

Check In	Furnished	Unfurnished
Studio	£90.00	£72.00
1 Bedroom	£90.00	£72.00
2 Bedroom	£96.00	£84.00
3 Bedroom	£102.00	£90.00
4 Bedroom	£132.00	£108.00
5 Bedroom	£150.00	£132.00

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