Tenants' Guide to Charges

Sequence is a trading name of Sequence (UK) Limited is a member of and covered by the ARLA Propertymark Client Money Protection Scheme. Sequence is also a member of a redress scheme provided by The Property Ombudsman www.tpos.co.uk. Copies of the TPO Code of Practice plus our complaint handling procedure are available from any of our branches.

Please note the charges listed below are the MAXIMUM fees that will be applied unless otherwise stated.

Charges

	England	Wales
First month's rent	In advance	
Tenancy Deposit Limit	Tenancy rent under £50,000 per year: Maximum 5 weeks rent Tenancy rent of £50,000 or over per year: Maximum 6 weeks rent	Unlimited
Holding Deposit	Maximum one weeks rent	
Payment on termination of a tenancy	Landlords and letting agents can require a tenant to make a payment for an early termination (surrender) of the tenancy agreement at the tenant's request.	
Company application fee	£100 including VAT	
Utilities, communication services, TV licence and council tax	As agreed with service provider	
Default fee for late payment of rent	Chargeable from 14 days arrears calculated on the interest at 3% above Bank of England base rate on the late payment of rent for each day that the payment is outstanding.	
Loss of a key or other security device	Landlords and letting agents can charge a tenant a fee to cover the cost of replacing the lost key or security device (e.g. fob, electronic device for garage doors / security gates).	
Terms of tenancy variation	Varying the terms of the tenancy at the tenants request, and with the landlords consent. Fee charge £50 (including VAT).	No charge

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