

Tenant fees schedule

Applies only to Assured Periodic Tenancies (APTs) in England from 1 May 2026 in line with Tenant Fees Act 2019 and Renters' Rights Act 2025

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Holding Deposit (per tenancy)

One week's rent

To reserve a property. This will be offset against the first month's rent or tenancy deposit, as agreed.

Tenancy Deposit (per tenancy)

Annual rent below £50,000	Five weeks' rent
Annual rent above £50,000	Six weeks' rent

The tenancy deposit covers damages or defaults on the part of the tenant during the tenancy and will be protected in a government-authorised tenancy deposit scheme. Properties with an annual rent of more than £100,000 are not covered by the Tenant Fees Act.

Rent

The rent payable for the tenancy must not be more than the advertised amount. The rent period must either be one calendar month or a shorter period of up to 28 days. A tenant will be able to end a tenancy by giving two months' notice in writing. The end date of the tenancy must align with the end of a rent period.

Rent in advance of move in date

Rent is payable following signing of the tenancy agreement and in accordance with the agreed tenancy terms. For tenancies entered into on or after 1 May 2026, no more than one month's rent may be requested in advance.

Late Payment of Rent

Interest may be charged on unpaid rent if it remains outstanding for more than 14 days. Interest will be charged at a maximum of 3% above the Bank of England Base Rate from the date the rent became due until payment is made.

Lost Key(s) or other Security Device(s)

Tenants are liable for the actual cost of replacing any lost keys or security devices. If the loss results in locks needing to be changed, or replacement security devices being issued, the tenant will be charged the reasonable cost of a locksmith or security engineer, new lock and replacement keys/devices for all relevant parties.

Variation of Contract (Tenant's Request)

£50 (inc. VAT) per agreed 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 (inc. VAT) per replacement tenant or reasonable costs incurred if higher. Includes referencing, Right to Rent checks, deposit registration and legal documentation.

Early Termination (Tenant's Request)

If the tenant wishes to end the tenancy early (including where less than the required notice period is given), they will be liable for the landlord's reasonable costs. Under an Assured Periodic Tenancy, then the landlord can charge a fee if their tenant does not give the correct amount of notice. The usual amount of notice is two months. The landlord can charge up to the amount of rent they would have received if the tenant had given the correct amount of notice.

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APPLIES TO TENANCIES NOT COVERED BY THE TENANT FEES ACT (ENGLAND)

The Tenant Fees Act 2019 does not apply to long lease, any non-Housing Act tenancies, a tenancy of social housing, company lets properties with an annual rent of more than £100,000, or a licence to occupy holiday accommodation.

The Act applies to assured tenancies (but not social housing assured tenancies), student accommodation, tenants in Houses of Multiple Occupation (HMO) and licenses to occupy housing such as lodgers.

BEFORE YOU MOVE IN

Set-up Fees (Tenant's Share): £300.00 (inc. VAT) per tenancy. Referencing for up to two tenants (ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement.

Additional Tenant Referencing Fees: £60.00 (inc. VAT) per tenant. As Set-up Fees above for additional tenants.

Guarantor Fees: £180.00 (inc. VAT) per guarantor. Covering credit referencing and preparing a Deed of Guarantee (or as part of the Tenancy Agreement).

Permitted Occupier Fees: £60.00 (inc. VAT) per permitted occupier. Explaining to any permitted occupier their rights and responsibilities towards the named tenant(s) and landlord.

Inventory Fees: See attached Schedule. Fees may vary depending on property size/number of bedrooms/outbuildings.

Accompanied Check-in Fees: Carried out by a third party and charged at cost.

Attending the property to welcome the tenant(s), confirm the Inventory and Schedule of Condition, explain the operation of appliances, highlight the location of utility meters, stop-cocks etc. and test that all smoke alarms and carbon monoxide detectors are present and in working order. This is subject to an approved Inventory as above.

Pet Deposit: Additional Security Deposit of one weeks' rent To cover the added risk of property damage. This will be protected with your security deposit in government-authorised scheme and may be returned at the end of the tenancy.

DURING YOUR TENANCY

Renewal Fees (Tenant's Share): £180.00 (inc. VAT) per tenancy
Contract negotiation, amending and updating terms and arranging for the signing of a further tenancy agreement.

Variation of Contract Fees: £180.00 (inc. VAT) per request. To cover the costs associated with taking landlord's instructions as well as the preparation and execution of new legal documents.

Change of Sharer Fee: £180.00 (inc. VAT) 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.

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ENDING YOUR TENANCY

Check out Fee (Tenant's Share): Carried out by a third party and charged at cost.

Attending the property to undertake an updated Schedule of Condition based on the original inventory and negotiating the repayment of the security deposit.

Early Termination: Should the tenant wish to leave their contract early, they shall be liable to the landlord's costs in re-letting the property. These costs will be no more than the maximum amount of rent outstanding on the tenancy.

Future Landlord Reference Fee: £0 (inc. VAT) per request. Collating information and preparing a reference for a future landlord or letting agent.

OTHER FEES AND CHARGES

Lost Key(s) or other Security Device(s): £30.00 (inc. VAT) plus item cost. Obtaining necessary permissions, sourcing providers and travel charged at reasonable cost.

Out of Hours Service: £120.00 per hour (inc. VAT) plus any actual costs incurred. Where actions of the tenant results in the agent (or nominated contractor) attending the property (due to occupier action or avoidable misuse) their time to remedy the situation is charged at the prevailing rate.

Rent Arrears / Returned Payments: £120.00 (inc. VAT) for reasonable administrative costs and interest where permitted by law and the contractual agreement on any outstanding sums in order to cover the agent's costs associated with chasing unpaid rent.

Duplicate Document(s): £30.00 (inc. VAT) per document To cover the agent's costs associated with providing additional hard copies/additional certified copies of any paperwork (tenancy agreement, Inventory, Schedule of Condition etc.) when requested by a tenant.

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