

Dear Tenant (s)

Thank you for your enquiry in respect of rental accommodation. We will be delighted to assist you in finding a suitable home and outline below, the following guidelines to ensure a satisfactory let.

SECURING A PROPERTY

Holding Deposit - £150.00 inclusive. of VAT non-refundable.

Upon finding you a suitable property, a £150.00 holding deposit will be taken to secure the property whilst references and a credit search are applied for. If credit search forms are not received from you within 7days of placing the deposit, the references prove unsatisfactory, or you withdraw from the proposed tenancy for any other reason the property will be re-marketed and the £150.00 deposit is forfeited.

In the event of the Landlord withdrawing from the proposed tenancy, the £150.00 may be transferred to another property. If however, we are unable to find you a similar property, the holding deposit will be refunded.

Please note that the placing of a holding deposit does not constitute the Landlords acceptance of the tenancy. Either party may withdraw from the tenancy until the tenancy agreement has been signed.

Once a tenancy has been agreed the £150.00 holding deposit will be transferred to cover the cost of the administration fee and check out fee, see below.

Credit Search/Referencing Fee - £100 per person

MOVING IN

Rent - Rent is payable monthly in advance with the first payment due at the commencement of the tenancy.

Dilapidations Deposit - A dilapidations deposit equal to one month's rent will be required to cover the cost of repair for any breakages or damage that the Landlord/Inventory Clerk may deem necessary. The deposit will be lodged with the Deposit Protection Scheme (DPS) a government approved custodial scheme run by Computershare Investors Services PLC for the duration of the tenancy. A "check-out" fee will be charged for administering the return of the deposit. The charge of £35.00 inclusive of VAT for the "check-out" will be deducted from the £150.00 holding deposit at the commencement of the tenancy.

Please note that the dilapidations deposit will not be used to cover the last month's rental payment.

Administration Fee - An administration charge of £115.00 will be levied at the **commencement and renewal** of every new tenancy. This fee is currently £115.00 inc. of VAT and the initial fee will be deducted from the £150.00 holding deposit. A discounted fee of £57.50 will be applied to renewals where there is no further referencing requirement.

PLEASE NOTE THAT ALL MOVE IN MONIES MUST BE PAID AS CLEARED FUNDS. IE. BANKERS DRAFT, BUILDING SOCIETY CHEQUE OR CASH. PERSONAL CHEQUES WILL NOT BE ACCEPTED UNLESS PAID 7 DAYS IN ADVANCE

Contents Insurance

ALL tenants are required to have in place a suitable contents insurance policy for the term of the tenancy. A certificate of insurance will need to be shown prior to the tenancy commencement date. Should you require assistance in this respect, we will be pleased to provide a personalised quotation.

Property Purchase - Should you or any person or body corporate associated to you, complete a contract to purchase the rental property at any time during or within twelve months of the expiration of the tenancy, you will notify Breeze Residential in writing.

Please sign below to confirm that you have read and agree to the above.

Signed _____ Print Name _____ Date _____

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