



# WIGWAM

ONLINE OR HIGH STREET

<b>Tenants Tariff</b>	
Reservation Fee <i>(taken off first month's rent)</i>	£150 per property*
Reference Fee	£60 including VAT per person over 18 years of age*
Administration Fee	£120 including VAT per person over 18 years of age*
Professional Independent Inventory & Schedule of Condition	1 – 2 bed property: £125 including VAT* 3 – 4 bed property: £175 including VAT* 5 – 6 bed property: £225 including VAT* <i>Additional Cost for Part Furnished Property: £25 including VAT*</i> <i>Additional Cost for Fully Furnished Property: £50 including VAT*</i>
Saturday Check In <i>(subject to availability)</i>	£60 including VAT* <i>(in addition to inventory fee)</i>
Check Out Fee	£50 including VAT*
Charge for cancelled Check In/Check Out visit already agreed	£35 including VAT* <i>(per cancelled visit)</i>
Charge for pre-arranged visit which is cancelled on the same day or for unnecessary contractor callout for tenant fault/misuse	£35 including VAT* <i>(in addition to any contractor call out charges incurred)</i>
Late Rent Payment Charge	£40 including VAT* <i>(on each occasion the rent is late)</i>
Tenancy Amendment/Addendum <i>(e.g. change of surname)</i>	£30 including VAT*
Early Release from Fixed Term Tenancy <i>(subject to landlord consent)</i>	£600 including VAT* <i>(tenant also remains responsible for rent and bills until the day before a new tenant checks in OR a date agreed by the landlord)</i>
Replacement Tenant <i>(subject to landlord consent)</i>	£500 including VAT* <i>(this includes the reference fee for a new tenant, inventory check out/check in, new tenancy agreement &amp; deposit management fee)</i>
Tenancy Renewal Fee	£150 including VAT*
Returned Rent Payments <i>(if standing order is not cancelled at the end of the tenancy)</i>	£50 including VAT*
Paper copy of inventory/check in report	£25 including VAT*
Reference Request <i>(at end of tenancy)</i>	£20 including VAT* <i>(per reference, per person)</i>
Card Handling Fees	Debit Card: Cost + 2% Credit Card: Cost + 3% Amex & Diners Card: Cost + 3.5%

\*Non-Refundable



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