



Woodleys Estate Agents
132 Loddon Bridge Road,
Woodley, Berkshire RG5 4AW
www.woodleysestateagents.com
T: 0118 969 9787 F: 0118 969 9995

SUMMARY OF STANDARD FEES TO TENANTS

BEFORE YOU MOVE IN:

Reservation Fee **£300**

This is taken at the point an offer has been accepted by a landlord and prior to references being processed. This payment will be offset against the total balance due from a tenant prior to moving in. Should a tenancy not proceed due to unacceptable references or the tenant withdraws their application then the reservation fee will be retained by the agent to cover costs which include references, drafting of tenancy agreement and remarketing costs.

Administration Fee **£360**

Reference Fee: **£60 per adult moving into the property**

Accompanied Check-in **£114**

DURING YOUR TENANCY:

Unpaid Rent **£15**

For each written communication sent (e-mail or letter) in relation to unpaid rent.

Lost keys **£30**

Arranging replacement keys/fobs with locksmith, landlords or management companies.

Tenancy Renewal Fee **£60**

Contract negotiation and arranging further tenancy and agreement.

Aborted Property Visit **£36**

Aborted Check-in/out As per cost above