

## ELMTREE RENTALS COSTS

ELMTREE RENTAL  
 4, THE AVENUE  
 GRAVESEND  
 KENT  
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An administration charge or rental deposit will not be taken however, a Door Key payment for the duration of the tenancy will be required. This will be refunded when the full set of keys are returned, however any lost/damaged keys will have to be replaced at the tenants cost.

We will require a one off payment totalling £500 to cover any damages and costs incurred during the tenancy period. A detailed room inventory will be agreed and a copy given with the Rental Agreement. When vacating the Property a full inspection will be completed and appropriate funds agreed and returned.

<b>TARIFF:</b>		
<b>Key fee</b>	<b>£15</b>	If you lose a key, its £15 to replace it
<b>Tenancy set up</b>	<b>£250</b>	Rental inspection / paperwork / inventory – <b>free</b> for all tenants.
<b>Check out cost</b>	<b>£250</b>	Rental inspection / paperwork / inventory – <b>free</b> for all tenants.
<b>Late rents fee</b>	<b>£10</b>	£10 late fee will be charged per week, for each week rent is late.
<b>Additional person</b>	<b>£80</b>	If addition person wishes to live with you in the property- one off payment / insurance.
<b>Insurance Cancellation</b>	<b>?</b>	We pay insurance for the whole 6 months, the cost is the amount lost when you cancel?
<b>Parking permits letter</b>	<b>£25</b>	Paperwork for council.
<b>Council letters</b>	<b>£50</b>	If you wish to claim any kind of benefits
<b>Benefits insurance</b>	<b>£300+</b>	Individual bespoke insurance will be sought for your six month tenancy.
<b>Benefits paperwork</b>	<b>£200</b>	if we have to act on your behalf
<b>Late rents letter</b>	<b>£25</b>	If you are issued with a late payment letter.
<b>Reference letter</b>	<b>£25</b>	Referencing
<b>Any letters</b>	<b>£25</b>	If you require any letters.
<b>Invoice paperwork</b>	<b>£35</b>	Any paperwork involving extra office hours work.
<b>ADDITIONAL COSTS:</b>		
<b>CLEANING FEES:</b>		
<b>Cleaning rental costs - labour</b>	<b>£20 per hour</b>	Costs are based on an hour by hour basis.
<b>Cleaning rental costs - materials</b>	<b>£? per item</b>	Costs are based on an item by item basis.
<b>REPAIRS TO DAMAGE:</b>		
<b>Rental repairs – labour cost</b>	<b>£35 per hour</b>	Costs will be charged at a minimum of 2 hours callout fee (£75) and £35 thereafter per hour.
<b>Rental repairs – materials cost</b>	<b>£ ?</b>	Costs will be charged at a item by item cost.