

GUIDANCE NOTES & CHARGES FOR PROSPECTIVE TENANTS

1. Once you have found a suitable property through DOMVS, a Holding Deposit equivalent to one weeks rent will be payable to reserve the property. This fee will be withheld if any tenant or Guarantor withdraws from the tenancy, fails the right-to-rent check, provides false or misleading information or, fail to sign the tenancy agreement or deed of guarantee within 15 calendar days or any other deadline for agreement as mutually agreed in writing.
2. The granting of a tenancy will be subject to approved references which may be collated by a third-party Referencing Company. To pass the financial reference your income will need to be 2.5 x the monthly rental x the term of the tenancy. In some cases, a guarantor may be required. Full financial references will be required for the guarantor and a Deed of Guarantee will also need to be signed. For a guarantor to pass the financial reference they will be required to earn 3 times the monthly rental x the term of the tenancy.
3. All tenants and guarantors must provide proof of (photographic) identification and proof of residency.
4. All tenants must have a Right to Rent check carried out. To enable us to carry out this check we need to see you in person and the following documents will need to be produced, your Passport together with any residency permit (if applicable). Should you not have a passport, please contact us to discuss which other documents may be suitable. The tenancy cannot commence unless this check has been carried out.
5. A Deposit will be required (usually equivalent to five weeks rent) this is to cover any damages or defaults caused by the tenant during the tenancy. The deposit will be payable prior to the commencement of the tenancy and is held for the duration of the tenancy. The deposit will be registered with the Deposit Protection Service (DPS) www.depositprotection.com, within 30 days of the commencement of the tenancy, or receipt of the deposit whichever is earlier. For further information on Tenancy Deposit Protection please click on the website www.communities.gov.uk/tenancydeposit. Please note that no interest will be paid on the deposit.
6. The deposit and first month's rent must be paid to us by BACS payment or Bankers Draft. The tenancy cannot commence until cleared funds have been received
7. All properties are let on an Assured Shorthold Tenancy basis unless otherwise agreed.
8. Rent is payable monthly in advance by Standing Order direct to DOMVS (for managed and Rent Collection properties only). Rent must be paid direct to the Landlord for our Let Only Service. For Late payment interest will be charged at 3% above the Bank of England Base Rate from the Rent Due Date until the rent is paid. Please Note: This will not be levied until the rent is more than 14 days in arrears.
9. All property rents exclude water/sewerage charges, gas, electricity, telephone, Council Tax and television licence, unless otherwise stated.
10. We recommend that you have adequate insurance to cover accidental damage to the Landlords fixtures and fittings.
11. Redress Scheme - DOMVS Lettings is a member of The Property Ombudsman Redress Scheme
12. Client Money Protection - DOMVS Lettings is a member of ARLA Propertymark's Client Money Protection Scheme

Charges which may be incurred throughout the tenancy

<p>Change of Sharer This fee covers the cost associated with a new tenant, referencing and right to rent checks, deposit registration as well as preparation and execution of new legal documents.</p>	£50.00 inc VAT
<p>Deed of Variation This fee covers the cost associated with negotiating with the Landlord /tenant and preparing and executing the new legal documents.</p>	£50.00 inc VAT
<p>Lost keys or Security Devices Tenants are liable for the cost of replacing any lost keys or other security device. If the loss results in locks being changed, the cost of a locksmith, new lock and replacement keys for tenant, landlord and Agent will be charged to the tenant. If extra costs are incurred there will be a charge of £15.00 per hour (inc VAT) for the time taken replacing lost keys / security devices.</p>	<p>Cost will be dependent on the work carried out by the Locksmith.</p> <p>Minimum charge £15.00 per hour inc VAT.</p>
<p>Early Termination Should the tenant wish to leave their contract early, they will be liable to pay the Landlord's costs for re-letting the property, together with any rent due under the tenancy until the start of any replacement tenancy.</p>	<p>Cost will not exceed the maximum rent outstanding for the remainder of the tenancy.</p>