

An administration fee, which covers credit and reference checks and the administrative work required to produce the tenancy paperwork, will be payable to secure the property and take it off the market. The payment is NON-REFUNDABLE should your application be unsuccessful or withdrawn by yourself. You will need a guarantor if you are short on affordability, have a poor credit history or are in receipt of Housing Benefit.

*None of our offices charge tenants to renew their tenancies.

The fees we will charge before and during your tenancy are listed below:

Bishop Auckland Office

Application Fee (1 person)	£150 (inclusive of VAT)
Additional Applicants	£100 (inclusive of VAT)
Guarantor	£60 (inclusive of VAT)
Pet Deposit	£200 (<i>this will be protected with your deposit and may be returned to you at the end of the tenancy</i>)
Amendment to existing tenancy	£54 (inclusive of VAT). For example, if you alter the rent payment date.
Reference at the end of the tenancy	£15 (inclusive of VAT)

Interest will be charged on any rent that is outstanding for more than 10 days at 3% above the base rate charged by the Royal Bank of Scotland.

Chester-le-Street Office

Application Fee (1 person)	£275 (inclusive of VAT)
Additional Applicants	£25 (inclusive of VAT)
Guarantor	£60 (inclusive of VAT)
Pet Deposit	£200 (<i>this will be protected with your deposit and may be returned to you at the end of the tenancy</i>)
Amendment to existing tenancy	£54 (inclusive of VAT). For example, if you alter the rent payment date.
Reference at the end of the tenancy	£15 (inclusive of VAT)

Interest will be charged on any rent that is outstanding for more than 10 days at 3% above the base rate charged by the Royal Bank of Scotland.

Crook Office

Application Fee (1 person)	£150 (inclusive of VAT)
Additional Applicants	£100 (inclusive of VAT)
Guarantor	£60 (inclusive of VAT)
Pet Deposit	£200 (<i>this will be protected with your deposit and may be returned to you at the end of the tenancy</i>)
Amendment to existing tenancy	£54 (inclusive of VAT). For example, if you alter the rent payment date.
Reference at the end of the tenancy	£15 (inclusive of VAT)

Interest will be charged on any rent that is outstanding for more than 10 days at 3% above the base rate charged by the Royal Bank of Scotland.

Darlington Office

Application Fee (1 person)	£250 (inclusive of VAT)
Two Applicants	£300 (inclusive of VAT)
Additional Applicants	£60 (inclusive of VAT)
Guarantor	£60 (inclusive of VAT)
Pet Deposit	£200 (<i>this will be protected with your deposit and may be returned to you at the end of the tenancy</i>)
Amendment to existing tenancy	£54 (inclusive of VAT). For example, if you alter the rent payment date.
Reference at the end of the tenancy	£15 (inclusive of VAT)

Interest will be charged on any rent that is outstanding for more than 10 days at 3% above the base rate charged by the Royal Bank of Scotland.

Durham Office

Application Fee (1 person)	£240 (inclusive of VAT)
Additional Applicants	£60 (inclusive of VAT)
Guarantor	£60 (inclusive of VAT)
Pet Deposit	£200 (<i>this will be protected with your deposit and may be returned to you at the end of the tenancy</i>)
Amendment to existing tenancy	£54 (inclusive of VAT). For example, if you alter the rent payment date.
Reference at the end of the tenancy	£15 (inclusive of VAT)

Interest will be charged on any rent that is outstanding for more than 10 days at 3% above the base rate charged by the Royal Bank of Scotland.

