

RMA Properties – Guide to Charges for tenants

Application & Administration fees

Includes... Referencing, drafting of legal documents, check-in, deposit registration...

1 & 2 Bedroom Flat	£290
--------------------	-------------

Company	(per tenant) £150
---------	--------------------------

Professionals HMO (Shared house hold) per applicant	£210
---	-------------

Students HMO (Shared house hold) per applicant (includes guarantor referencing if applicable)	£160
--	-------------

RMA Properties have no hidden charges in our agreements with our landlords and our tenants.

Tenancy Renewal Fees

If tenants choose to renew an additional admin fee is payable per tenant	£100
--	-------------

Early Termination fees

Where a tenant wishes to leave before the end of a fixed term agreement permission for a tenant change will be granted subject to the landlord's approval. The incoming tenant will pay admin fee as above, and the change of tenant fee will be payable by the outgoing tenant (further details of this procedure are available upon request)

£250

Lock Out service fees

If tenants lock themselves out during normal working hours 9am – 5pm we will be happy to hand out an office set at no cost. Outside of normal working RMA Properties Ltd do not offer any guaranteed call out availability for lockouts/lost keys and you may be required to call a locksmith, any call out service offered will be subject to staff availability. The following charges will occur...

RMA Properties call out with office keys 7am – 10:30pm	£35
--	------------

RMA Properties call out with office keys 10:30pm – 7am	£50
--	------------

Locksmith Visit: **(At Cost)**

Late rent payment fee

Fee applicable for each reminder after rent due date, reminders can be sent via email

£20

Any rent paid individually

Rents paid by individual tenants will incur an additional monthly charge by said tenant

£12.50

RMA Properties are a member of The Property Ombudsman Redress Scheme. RMA Properties are a member of The Deposit Protection Scheme.

* A £2.50 handling fee is added onto all payments made by cards.