

POLICY DOCUMENT

Tenant & Applicant Fees.

Charged in accordance with the Tenant Fees Act 2019.

COUNTY DURHAM & DARLINGTON

Effective from January 2025

Tenant & Applicant Fees

All fees are inclusive of VAT where applicable and charged in accordance with the Tenant Fees Act 2019. These are the only fees you may be charged — any other charges are prohibited under the Act.

FEE	AMOUNT
Security Deposit	5 weeks' rent (6 weeks if rent ≥£50,000 p.a.)
Holding Deposit	1 week's rent
Changes to Tenancy	£50 per agreed change (or reasonable costs if higher)
Lost Keys / Security Devices	Reasonable cost + £15/hr if agent time required
Late Payment of Rent	3% above Bank of England base rate p.a.
Early Termination	Landlord's reasonable re-letting costs

Full Details ALL FEES EXPLAINED

01 · SECURITY DEPOSIT

Equivalent to five weeks' rent. Where the annual rent is £50,000 or more, the deposit may be equivalent to six weeks' rent.

02 · HOLDING DEPOSIT

Equivalent to one week's rent, held for up to 15 calendar days. Applied to first month's rent or deposit if the tenancy proceeds.

MAY BE RETAINED IF THE APPLICANT:

- withdraws from the tenancy;
- fails a Right to Rent check;
- provides false or misleading information; or
- fails to sign within the agreed timescale.

03 · LOST KEYS & DEVICES

Charged at the reasonable cost of replacement. Where agent time is required, this may be charged at £15 per hour.

04 · EARLY TERMINATION

Subject to the landlord's agreement. The tenant will be responsible for the landlord's reasonable re-letting costs and any rent due until a replacement tenancy begins or the tenancy end date — whichever is sooner.

05 · CHANGES TO TENANCY

£50 inclusive of VAT per agreed change, or the reasonable costs incurred if higher.

THIS MAY INCLUDE:

- adding or removing a tenant;
- changing the rent payment date; or
- amending the tenancy to allow a pet.

06 · LATE PAYMENT OF RENT

Interest may be charged once rent is more than 14 days overdue, at 3% above the Bank of England base rate per annum, calculated daily.

HAVE A QUESTION?

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