

Tenant fee	£250 (inc. VAT) per tenant
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This is fixed-cost fee that can cover a variety of works depending on the individual circumstances of each tenancy, including but not limited to conducting viewings, negotiating the tenancy, verifying references, undertaking Right to Rent checks and drawing up contracts. It is charged on a per individual basis – not per tenancy. The charge will not exceed £250 inc VAT per individual and will only be applied to the first four individuals entering into the tenancy where there are more than four individuals taking occupation of the property. The charge will not exceed this sum unless you request or cause one of the specific additional services or fees set out elsewhere in this document.

Deposit for a long let tenancy	Equivalent to five weeks' rent
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Deposit for a short let tenancy	£700 or equivalent to one weeks' rent (whichever is greater)
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Other fees

Change of occupancy within an existing tenancy	£300
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Letter sent by Waymour and Parr regarding late or non-payment of rent	£60 for each letter sent
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Tenant reference request	£35
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Tenancy renewal (long lets only)	£120 per renewal
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End of tenancy inventory check-out organised by Waymour and Parr	£165*
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*Where a landlord organises this inspection independently of Waymour and Parr, the charge may vary.

All fees unless otherwise stated are inclusive of VAT