



## **FEES FOR TENANTS - RENTING A PROPERTY**

Please take into account the following fees, which will be applicable once an offer has been put forward to rent a property.

**Holding Deposit** – One week's rent (this will be offset against your initial rental payment)

**Administration Fee** – An administration fee is due per property, equal to 1.5 week's rent or £480.00 whichever is greater (inclusive of vat) is due to cover the cost of all preliminary paperwork and communications prior to the commencement of the tenancy.

**Guarantor Fee** – If a tenant requires a guarantor for the tenancy to proceed an administration charge of £60.00 (inclusive of vat) will be due prior to the completion of the guarantors referencing application. Each tenant requiring a guarantor will be required to pay £60.00 each.

**Replacement Tenant Fee** - £300.00 (inclusive of vat) which will cover all costs for references, registering the new deposit (if held by Leonard Leese) and preparation of the new tenancy agreement.

Leonard Leese do not charges tenants for any fees in relation to renewing a tenancy.

Please contact our lettings office for more information – we're here to help!

**Call us on 020 7015 1360 or  
Email [enquiries@leonardleese.com](mailto:enquiries@leonardleese.com)**