

## **Fees to tenants**

1. Administration charge, this includes, Referencing, Credit Check, Tenancy Agreement preparation, Guarantor referencing and administration, Bank costs for Northwest 6 Ltd.  
This fee is £175.00 per Tenant including VAT
2. Inventory Check Costs, these are billed directly by the Landlord or Agents Inventory companies. Northwest 6 Ltd currently uses Papoose Property Services and lists of their costs are attached. Where a landlord is appointing different company we can enquire as to those costs on request.
3. Contract Renewal Fee, this is based per Tenancy at £150.00 including VAT
4. Change of Tenant Fee, this is based per Tenant at £150.00 including VAT
5. Professional Cleaning fees, Northwest 6 Ltd stipulate in there Tenancy Agreement that the tenants are responsible for the professional cleaning at the end of the tenancy. Receipted evidence must be provided by form of receipt/invoice. We do recommend our preferred cleaning company [www.commercialclean4you.co.uk](http://www.commercialclean4you.co.uk) a full list of their costs can be found online.

## **Fees to Landlords**

We offer both an Introduction only service and full Management service

Fees are standardly 10% plus vat for Introductory Service, plus an addition 5% plus vat for Management

All fees are inclusive of a full rent guarantee and Legal costs insurance policy for the initial term of the Tenancy. Terms & Conditions apply.

## **Business Names & Scheme Membership Details**

Legal Name of business	Northwest6 Ltd
Trading as:	Northwest6
Registered office address of business:	21-23 Croyton Road, Caterham, Surrey, CR3 6PA
Co. Reg Number:	10429817
Place of registration:	England

We *are not* members of a client money protection scheme.

We are members of the following redress scheme:      The Property Ombudsman reg No. E01453