



Tenant and landlord fees schedule (England)

This schedule lists all permitted tenant and landlord charges under the Tenant Fees Act 2019, together with commonly used service fees by estate agents across England. All charges are applied only where applicable and reflect reasonable costs actually incurred.

Part 1 – Tenant fees

Fee Type	When Payable	Amount / Basis	Notes
Holding deposit	Before tenancy starts	Up to 1 week's rent	Reserves the property; may be retained if tenant withdraws
Security deposit	Before tenancy starts	Up to 5 weeks' rent	Held for damages or unpaid rent; protected in a government-approved scheme
Rent	As per tenancy agreement	As agreed	Payable monthly or as stated in the contract
Late payment of rent	If rent over 14 days late	3% above Bank of England base rate	Charged daily after 14 days
Lost keys or security devices	If tenant loses or damages	Actual replacement cost	Evidence/receipts provided to tenant
Contract variation /	At tenant request	Up to £50 or	For amendments to

name change		reasonable cost	tenancy agreement
Early termination	If tenant requests to leave early	Landlord's actual loss	Includes rent until new tenancy starts and re-letting costs
Access to locked property (office hours)	If tenant locked out	£108	Reasonable cost if agent attends
Access to locked property (out of hours)	Emergency lockout	£180	May include locksmith costs
Basic maintenance attendance	If tenant fault requires attendance	£108	For issues such as false alarms or misuse
Specialist maintenance callout	If tenant fault requires specialist contractor	£180	Charged at contractor rate
Missed contractor appointment	If tenant fails to give access	Landlord's actual loss	Landlord's actual loss
Cleaning / rubbish removal	End of tenancy (tenant fault)	Actual cost	Charged only if property not left clean

Part 2 – Landlord Fees and Service Charges

Service	Description	Typical Fee / Range
Initial letting Fee (with deposit handling)	Marketing, referencing, tenancy setup, deposit registration	£810
Rent collection service	Collection and remittance of rent	Hourly rate
Management fee	Ongoing management service	10% of rent
Property checkout	End of tenancy inspection and report	£108/PH
Room checkout	Individual room tenancies (HMOs)	£150
Property checkout cleaning	Professional cleaning arrangement after tenancy	£108/PH
Empty property checks	Routine inspections of vacant property	£150
Monthly inspection	Regular condition inspection	£150
Communal area monthly cleaning	Shared area cleaning arrangement	£216

Rent increase administration	Preparing and serving rent increase notice	£156
Section 21/8 notice	Preparing and serving possession notice	£156
Documents for eviction	Preparing legal paperwork for eviction	£618
Warrant for possession	Court attendance and bailiff coordination	£618
Deposit dispute handling	Compiling evidence and managing dispute	As quoted
Tenancy renewal / extension	Negotiating and issuing new fixed-term agreement	As quoted
Maintenance coordination	Supervising repairs or refurbishments	As quoted
HMO licence application	Preparing and submitting licence paperwork	As quoted
Compliance pack / onboarding	Ensuring legal compliance with property standards	As quoted
Court attendance	Representing landlord at hearings	As quoted
Key cutting / set management	Supplying and managing key sets	As quoted
Utility management	Managing utility transfers and meter readings	As quoted
Tax statement / year-end	Preparing landlord income	As quoted

summary	statement	
marketing	Enhanced listing and media package	As quoted

Labour Grading – Staff / Contractor Work

These charges reflect the skill level and complexity of work carried out by staff or contractors. Rates are applied per hour and included as part of landlord service fees.

Grade	Description	Typical Rate / Hour
Grade 1 – easy / basic	minor repairs, simple painting, light maintenance	£84
Grade 2 – specialist	Plumber, electrician, joiner, etc	£120

All fees are inclusive of VAT and may vary depending on property size and service level. A full quotation will be provided prior to instruction. All charges comply with the Tenant Fees Act 2019.

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For further details or clarification, please contact us.