



SKAMPI – SUITE 1, REAR OF 109 GEORGE LANE, SOUTH WOODFORD, LONDON, E18 1AN

0208 989 7041

0208 987 4646

info@skampi.co.uk

www.skampi.co.uk

POINTS/CHARGES TO BE NOTED AND AGREED

LATE PAYMENTS:

In the event the rental payment is more than 7 days late, there will be an initial charge of **£60 inc VAT** and **£30 inc VAT** for each week thereafter until the full amount including the charges are paid.

LAST MONTHS RENT:

The last month's rental is NOT to be deducted from the dilapidations deposit paid by the tenant. The rental will be paid as normal up to the check out point.

RENTAL PAYMENT METHOD:

The monthly rental MUST be paid from ONE account only via standing order each month into the SKAMPI client account. Should the standing order not be arranged in time for the first payment to be received from one account only, there will be a charge of **£36 inc VAT**.

NATWEST

ACCOUNT NAME : SKAMPI CLIENTS ACCOUNT

SORT CODE: 60-13-14

ACCOUNT NUMBER: 96745355

The standing order reference should state the property address followed by 'monthly rental'.

National Approved Letting Scheme - membership number A3033

Tenancy Deposit Scheme - membership number G08071



MR M. A. MALLICK T/A SKAMPI
REGISTERED ADDRESS: 10-16 TILLER ROAD, LONDON, E14 8PX
ENGLAND
VAT: 826 8191 07



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COUNCIL TAX:

The council must be informed of ALL tenants moved into the property.

This must be done within 14 days and proof must be provided to Skampi that this has been done. Proof can be accepted in the form of an e-mail or letter of registration from the council.

Please note there will be a charge of **£60 inc VAT** should the council not be advised within the time given.

AMENDMENTS:

A fee of **£60 inc VAT** covers any alterations to the tenancy agreement such as amendments to names, dates and brake clauses requested by the tenants which differ from the original tenancy agreement.

CHECK IN/CHECK OUT:

In the event that the tenants are late attending the check in, there will be a charge of **£90 inc VAT** to reschedule.

In the event that the tenants are not prepared in time for the check out, there will be a charge of **£90 inc VAT** to reschedule.

ACCESS DURING THE TENANCY:

Should the Agent/Landlord request access for inspections, repairs, viewings or any other reason in accordance to the tenancy agreement, the tenants will be given a minimum notice of 24 hours and the tenants must allow access within the working hours. Should the tenants not be home when previously agreed for the scheduled appointment and Skampi are not notified within 24 hours, a call out charge of **£114 inc VAT** will be liable to tenants.

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ACCESS DURING TENANCY-SALES:

Should the landlord decide to sell the property the agent is required to provide tenants with a minimum of 24 hours notice before entering the property. Tenants are required to grant access for viewings, surveys and valuations. In the event the tenant is not home the office set of keys will be used.

CLEANING:

The property must be professionally cleaned by the tenants before they check out of the property. We would advise our tenants to keep the receipts from the cleaning company in the event the clean is not completed to standard. A minimum charge of **£420 inc VAT** applies should the property not be cleaned to an inventory standard as per the Check Out requirements.

DRAIN BLOCKAGES:

Blockages caused by food or any other personal item will be the responsibility of the tenants, and, any costs incurred due to this reason will be settled by the tenants. Should the blockage be found due to tenants negligence they will be charged a minimum call out charge of **£114 inc VAT**.

LIGHTBULBS:

Tenants are responsible to replace defective light bulbs throughout the duration of their tenancy. Cost will be settled by tenants if these bulbs have not been replaced upon check out.

SMOKE ALARMS AND CARBON MONOXIDE ALARMS:

Tenants are liable to replace smoke alarm and carbon monoxide alarm batteries should they become defective during the duration of their tenancy. Should these not be working upon check out, tenants are liable to cover the costs of replacements. The prices start from **£114 inc VAT** for battery operated alarms and **£162 inc VAT** for a hardwired electrical alarm. Please note these costs include parts and labour charge.

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DEPOSIT REFUNDS:

Deposits are returned in the form of a cheque payment and posted out to the forwarding address provided by tenants. The deposit will be split equally between the number of tenants listed on the tenancy agreement. Tenants are required to inform our inventory of clerk their forwarding address upon their check out.

RENEWALS:

The renewed tenancy will be sent before the expiry of the current agreement. Any rental increases will be discussed and agreed two months prior to the expiration of the tenancy. Should the tenants circumstances change during the period of signing the new contract, the tenants are still obligated to give two months notice even if this exceeds the expiry date of the current tenancy.

VACATING OUTSIDE THE TERMS OF THE TENANCY AGREEMENT:

Should all of the tenants breach the contract by requesting to vacate the property outside the terms stated and agreed in the tenancy agreement, the tenants responsible will have to pay a penalty fee should the landlord be in agreement of the breach. This fee is calculated based on the total fee Skampi have charged to the landlord for the total term of the tenancy.

This fee is NOT to be paid from the dilapidations deposit. The fee and the remaining rental will have to be paid in advance before the early check out can be agreed and organised.

In this instance, Skampi also reserve the right to have the property professionally cleaned and deduct the cost from the dilapidations deposit should the tenants not clean the property to satisfaction.

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