

Regulatory Compliance Notice: In accordance with the **Consumer Rights Act 2015** and the **Renting Homes (Fees etc.) (Wales) Act 2019**, all permitted payments and default charges applicable to occupation contracts in Wales are set out below. No other fees or charges are payable by contract-holders.

1. Permitted Payments

PAYMENT TYPE		PRESCRIBED LIMIT /	AMOUNT DETAILS & CONDITIONS
Rent	As agreed in the Written Statement		Payable monthly in advance as detailed in your Occupation Contract.
Security Deposit	Equivalent to 5 weeks' rent		Held in a government-approved Deposit protection Scheme (DPS) for the duration of the occupation contract to protect against property damage or default.
Holding Deposit	Maximum of 1 week's rent		Paid to reserve a property while background references are conducted. Refunded or allocated toward first month's rent upon successful agreement.
Council Tax, Utilities & Communication Services	Actual supplier charges incurred		Payments directly to relevant suppliers for Council Tax, electricity, gas, water, TV licence, and broadband services unless included in rent.

2. Permitted Default Payments & Administrative Charges

DEFAULT / REQUEST TYPE		PRESCRIBED LIMIT /	STATUTORY CAP SPECIFIC TERMS & CALCULATION METHOD
Late Payment of Rent (Interest Charge)		3% above Bank of England Base Rate (APR)	Chargeable only when rent is at least 7 days overdue. Calculated daily from the rent due date until payment is received in full. Rate applied is 3% + Bank of England base rate per annum.

Lost Keys or Security	Actual Cost Incurred Only	Chargeable if keys, fob, or access devices are lost or
Devices	(Supported by Receipt/ Invoice)	damaged requiring replacement keys or lock replacement. Strictly limited to the direct, receipted invoice cost from locksmith/key cutter. No administrative markup is applied.

Important Notice — Prohibited Fees in Wales

No Administration or Application Fees: We do not charge fees for referencing, tenancy setup, credit checks, or inventory checks.

No Checkout / Inspection Fees: Contract-holders are never charged for check-in or checkout

inspections.

No Fixed Legal Notice Charges: Default fees are not charged for serving formal legal notices or rent arrears chase letters.

No General Blanket Expenses: General indemnity or open-ended charges exceeding statutory default caps are strictly prohibited and not enforced.

Garrison Lettings & Property Management is a licensed letting agent registered with **Rent Smart Wales**. **Client Money Protection (CMP):** Provided via Client Money Protect. **Redress Scheme:** Member of the **Property Redress Scheme**.
This fee schedule is published in full compliance with Section 83 of the Consumer Rights Act 2015 and the Renting Homes (Fees etc.) (Wales) Act 2019.