

# PROPERTY MANAGEMENT PACKAGES & SERVICES

	ENTRY	SILVER	GOLD	VIP
Advertise your property on major property portal Rightmove and on our social media.*	✓	✓	✓	✓
Thorough tenant referencing and Right to Rent checks. Issuing of all tenancy documentation.	✓	✓	✓	✓
Dedicated property manager - one point contact for all your needs.	✓	✓	✓	✓
Collection of monthly rent and remittance to landlord by faster payment.	X	✓	✓	✓
Digital monthly statement.	X	✓	✓	✓
Overdue rent chasing.	X	✓	✓	✓
Legal notices served in the event of rent arrears or other reasons that require possession of the property.	X	X	✓	✓
Dedicated maintenance management, including the organisation of professional contractors for quotes and / or work orders. We will liaise with your tenants for access, and the contractors for invoices (payment of which is deducted from incoming rent. Any works exceeding this amount is to be paid in advance by the landlord).	X	X	✓	✓
Periodic inspections of your property and a comprehensive digital report produced and provided to the landlord, with a follow-up discussion to be had with the property manager.	X	X	✓	✓
Secure holding of management keys.	X	X	✓	✓
End of tenancy deposit negotiations and distribution. In the event of a dispute the dedicated property manager will collate the necessary evidence and submit to DPS.	X	X	X	✓

\*Letting fees apply. \*\*Terms and conditions apply.

1 Month Rent

8%  
9.6% inc. VAT

10%  
12% inc. VAT

12%  
14.2% inc. VAT

## INITIAL COSTS

### Managed Service

Covers the marketing of the property, tenant sourcing and referencing, documentation and inventory, and the facilitation of the move in.

£420

inc. VAT

### Deposit Registration

Providing both the landlord and tenant details to the Deposit Protection Scheme (DPS) and registering the deposit. Documents provided including prescribed information, terms and conditions, and deposit certificate to confirm compliance.

£72

inc. VAT

### Inventory & Schedule of Condition

A detailed photographic inventory will give you peace of mind prior to the commencement of the tenancy. This in-depth summary is approved by the Deposit Protection Scheme (DPS) as an acceptable document for disputes.

£144

inc. VAT

## Advertise Only

Our Advertise Only package is developed for the experienced landlords and portfolio investors who prefer the hands-on approach to the aspects of property management.

You'll benefit from our proactive approach to advertising your property on Rightmove as well as on social media advertising to maximise the reach of your property.

**£360**

inc. VAT

## Empty Property Checks

When your property is empty due to long term vacation, vacant due to tenancy ending, or due to restoration / refurbishment. (Price is per visit).

**£84**

inc. VAT

## Legal documentation

Energy Performance Certificate (EPC) - £108 inc. VAT

Gas Safety Record (GSRV) - £108 inc. VAT

Electrical Installation Condition Report (EIRC) - £192 inc. VAT

## Additional tenancy costs

### Tenancy Renewal Fees

We negotiate the terms of tenancy and organise the production of the new tenancy agreements, as well as updated compliance documents.

**£75**

inc. VAT

### Rent Review

A thorough analysis will compare your rental figures to the current market value, and aim to achieve you the best returns. We'll ensure the serving of the required Section 13 to your tenant in line with any adjustments made.

**£25**

inc. VAT

### Check in & check out

Following the receipt of notice from your tenant(s), we will liaise with them to arrange a full check-out report. This detailed digital report compares the condition of the property to the inventory carried out prior to the move-in. This is followed by the deposit release, with any deductions required negotiated. If any resolutions cannot be made, then we will prepare sufficient evidence in your favour for the Alternative Dispute Resolution via the DPS.

**£144**

inc. VAT

## Additional services

Tenancy agreement preparation for non-managed existing tenancies - £144 inc. VAT

Serving of statutory notices for non-managed existing tenancies - £90 inc. VAT

PAT Test - £145 inc. VAT

Legionella Risk Assessment - £160 inc. VAT

ON THE MOVE

LETTINGS & INVESTMENTS