

### Managing your property

We are specialists in the letting and management of residential property, with an excellent reputation for providing a professional yet personal service to all our landlords.

We pride ourselves on having a small, friendly team who are all based in Knutsford and offer in depth knowledge of the local area, together with a clear understanding of the individual service requirements relating to every property and landlord.

We provide our landlords with peace of mind that their property is in safe hands whilst ensuring they are receiving the maximum financial return on their investment. We are members of the Association of Residential Lettings Agents (ARLA), which means that our practices and client accounting systems are fully regulated. This in turn means that we are accountable, and your money is protected and insured.

Some landlords are happy to liaise with their tenants on a regular basis, collect rent and respond to their repair and maintenance issues as they arise. Others prefer to remain 'anonymous' and for us to deal with all issues relating to the tenancy on their behalf,

which can be much less stressful and avoids falling foul of changing legislation. We have landlords living all over the world, from Australia, Hong Kong, America, and Qatar, and we are used to taking responsibility for our client's investments.

# Managed service includes:

- All services included within our 'let only' service.
- Monthly collection of rent and transfer to landlord by bacs with statement of account by email.
- Meter readings and referral to utility companies.
- Registering of the deposit with the Deposit Protection Scheme (DPS) as required by The Housing Act 2004.
- Quarterly property inspection and report to landlord to ensure that the condition of the property is being maintained satisfactorily.
- Co-ordination of any maintenance work required on a routine or emergency basis and either settling accounts from a float, or by pre-agreed monies received from the landlord.
- Arrangement of any statutory testing that needs to be carried out e.g. electrical inspections, gas safety tests, energy performance certificates etc.
- Collecting and forwarding landlord mail if required.

- Preparation of detailed inventory and condition schedule.
- Tenant 'check out' at the end of the tenancy utilising the inventory and condition schedule completed at the commencement of the tenancy, to ensure fair deposit return.
- Ensuring landlords are compliant with the ever more onerous lettings legislation and checking that each individual property meets the standard requirements to avoid possible fines.
- Routine property checks for vacant periods to ensure properties are always secure and well maintained between topagoics.
- Advising on rental increases in line with current market trends and liaising with tenants to implement the increase.
- Advising on and issuing SECTION 21 and SECTION 8
  notices where required to obtain possession for the
  landlord and providing landlords with expert advice with
  any problematic tenancies to minimise loss of income.

# Landlord legislation

#### We keep up to speed on the changes, so you don't have to...

The Government have made many changes to the legislation surrounding residential lettings over the past couple of years and many new laws are planned to be introduced soon.

As fully certified members of ARLA we ensure all our staff are fully aware of these changes to enable us to put them into practice, so our managed landlords remain fully compliant. Failing to act on new pieces of legislation can result in hefty fines, or in more serious cases, imprisonment.

The RENTERS REFORM BILL is currently going through parliament with industry experts envisaging it coming into action later this year. This is being described as 'the biggest shake-up' the rental sector has seen in the last thirty tears. The main points to outline as and when this comes into play are as follows:

• Section 21 (no fault evictions) are planned to be abolished completely. There have been some concerns from industry professionals about what this could mean for landlords so at this stage we have no official confirmation. If this does go ahead, the plan is to strengthen the 'Section 8' notice process to ensure landlords can gain possession of their homes if they have a valid reason.

- A single system of periodic tenancies is also planned as part of the RENTERS REFORM BILL. This effectively means that rather than deciding if a tenancy is for six-, twelve-, or eighteen-month period for example, all tenancies will be on a rolling (periodic basis) from commencement.
- Notice period for rent increases will be doubled (one month to two months') and landlords will be limited to only one increase per year.
- Tenants will be given more rights to keep pets in their rental property. Whilst the new legislation doesn't make it mandatory that landlords allow pets, it does outline a stricter system whereby landlords have to give it serious consideration and respond to a tenant's request for pets within a certain timeframe.
- A new ombudsman is planned which will cover all private landlords. Landlords will be legally obliged to join a government approved ombudsman, regardless of whether they are using a letting agency.

### Let only service

Whilst many clients enjoy the benefit of our fully managed service some have the time to manage the tenancy themselves once the tenant has moved into the property. This involves full communication with the tenant, conducting visits to check the condition of the property and dealing with any maintenance issues. Our let only service includes:

- Marketing materials and advertising on our online portals.
- Accompanied viewings seven days per week (outside standard working hours.)
- Comprehensive tenant referencing including contacting current and historical landlords, occupation / salary checks and Experian credit report.

- Drawing up of tenancy agreement and arranging all parties to sign the document.
- Move-in pack preparation including key receipt template, handover of mandatory documents such as the Government's How to Rent booklet and prescribed information form for deposit protection.
- Registering of the deposit with The Deposit Protection Service's custodial scheme.
- Managing the key handover and taking meter readings in order to inform the council and utility providers of the change of occupancy details

#### Let only service

75% of the first months' rent to be deducted from the first monthly rental payment plus VAT

(90% including VAT.)

#### Full Management service:

For properties under £1,500 per month 65% of the first months' rent to be deducted from the first monthly rental payment plus VAT (78% including VAT.) In addition, 10% of the monthly rental value (12% including VAT) to be deducted from each months' rental payment.

# For properties of £1,500 per month and above

50% of the first months' rent to be deducted from the first monthly rental payment plus VAT (60% including VAT.) In addition, 8% of the monthly rental value (9.6% including VAT) to be deducted from each months' rental payment.

