

Landlords Guide

Andrew Craig

Service	Tenant Find	Fully Managed
Comprehensive Advertising and Marketing	✓	✓
Gavl video viewing	✓	✓
Accompanied Viewings	✓	✓
Tenant Selection and Referencing	✓	✓
Preparation and Signing of Tenancy Agreement	✓	✓
Utilities Supplier Management	✓	✓
Preparing Inventory and Schedule of Condition		✓
Receiving and Promptly Paying Rent		✓
Late Rent Alerts		✓
Rental Statements		✓
Chasing Arrears		✓
Maintenance and Repairs Arranged		✓
Legal Referral Service		✓
Periodic Inspections		✓
Check Out		✓
Renewal of Tenancy		✓*
Registration of Deposit		✓*
End of Tenancy Deposit Handling		✓*
Rent Guarantee Scheme* - So you get paid even if your tenant doesn't pay!		✓*

Landlord Fees:

- **Tenant Find Service:** Half of one month's rent + vat (60%) subject to a minimum fee of £400 plus vat (£480).
- **Fully Managed:** Half of one month's rent + vat (60%) subject to a minimum fee of £400 plus vat (£480), plus 10% + vat (12%) of rent collected with minimum monthly charge of £50 + vat (£60) per month.

*Items are subject to additional fees and terms and conditions. A full list of fees is available on request and on our website. The rent guarantee scheme is a modest monthly payment with no minimum or maximum tie in period and is only available on **Fully Managed**.

For **Tenant Find Service**, the other services can be arranged at extra cost but it is generally more cost effective to opt for Fully Managed. A stand alone rent guarantee annual policy is also available, please ask us for a price.

Andrew Craig Ltd and Andrew Craig Property Management LLP are Regulated by RICS and members of the RICS client money protection scheme. We are members of the PRS Property Redress Scheme. Terms and conditions apply, please speak to a member of our team for any enquiries.