

<u>Service</u>	<u>Let Only 3 Weeks + VAT</u>	<u>Fully Managed 10% + VAT</u>
Professional Marketing Photographs	✓	✓
Floorplan and Detailed Particulars Created	✓	✓
Marketing on Willmott & Lake website, Rightmove and our Social Media channel	✓	✓
Fully accompanied viewings	✓	✓
Right to Rent compliance check on prospective tenant	✓	✓
Move in process reviewed and handled by a dedicated move in and compliance expert	✓	✓
Full tenant referencing, including detailed credit, employment, income and Landlord references	✓	✓
Prepare and provide all legal documentation including tenancy agreement	✓	✓
Arrange for third party inventory and end of tenancy check out report (additional cost)	✓	✓
Collect first months (cleared funds) rent in advance	✓	✓
Attend move in appointment to meet tenant and hand over keys	✓	✓
Arrange EPC Certificate (additional cost)	✓	✓
Access to over 15 years of knowledge and experience within the industry	✘	✓
Provide tenant with banker's standing order for rental payments	✘	✓
Ensure property continually meets all current and future legislative changes	✘	✓
Educate and advise on new legislative changes	✘	✓
Ensure Landlord and Property comply with existing 125+ legislative pieces relating to Residential Property within UK (ongoing)	✘	✓
Arrange annual gas safety checks	✘	✓
Collect rent monthly, held in a protected client account	✘	✓
Provide HMRC compliant statements	✘	✓
Chase late rental payments implementing a strict process including early alerts to the Landlord	✘	✓
Negotiate a renewal at the end of a fixed term	✘	✓
Manage all issues of repair, maintenance and remedial work	✘	✓
Obtain quotes from contractors on behalf of Landlord for approval	✘	✓
Deal with all out of hours emergency work on behalf of Landlord	✘	✓
Arrange and manage all emergency work	✘	✓
Carry out regular property inspections	✘	✓
Send Landlord updates and photographs from said inspections.	✘	✓
Attend end of tenancy check out.	✘	✓
Serve S.21 notice to regain property possession, liaise with legal teams if necessary.	✘	✓
Serve S.8 notice inline with relevant legislation if required.	✘	✓
Representation by Willmott & Lake on behalf of the Landlord if a deposit dispute is taken to tribunal	✘	✓
Early notification of investment opportunities	✘	✓
Register deposit with approved government redress scheme	✘	✓

