

Service Information Form

SERVICES OFFERED		SERVICES COMPARISON		
		Full Management	Rent Collect	Let Only
Bespoke full marketing plan		✓	✓	✓
Accompanied viewings		✓	✓	✓
Right to rent check		✓	✓	✓
Full referencing through a specialist company		✓	✓	✓
Fixed term tenancy agreement		✓	✓	✓
Collect & register deposit funds		✓	✓	✓
Collect & process all rent payments		✓	✓	
Chase rent arrears & provide regular updates		✓	✓	
Produce and email statement of accounts		✓	✓	
Negotiate any further fixed term renewal or extension		✓	✓	
Inventory & schedule of condition report		✓		
Quarterly property visits		✓		
Maintenance management		✓		
Tenants first point of contact		✓		
Management of annual and periodic safety inspections		✓		
Detailed check out report		✓		
Deposit negotiations & dispute resolution		✓		

RENT PROTECTION AND LEGAL EXPENSES INSURANCE OPTIONS (Rent and Legal Protection Insurances – additional fees, terms and conditions apply)	FULL MANAGEMENT £200 inc IPT Plus VAT (12 months) ✓	RENT COLLECTION £250 inc IPT Plus VAT (12 months) ✓	LET ONLY Not available X
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Client & Property Details

TENANCY SET UP FEE

For Full Management & Rent Collection

£500 plus VAT

LET ONLY FEE

The equivalent of half a month's rent and subject to a minimum fee of

£800 plus VAT

RENT COLLECTION



Based on the asking rent of:

£ PCM

of the rent plus VAT

The monthly commission fee would be:

£ PCM

FULL MANAGEMENT



Based on the asking rent of:

£ PCM

of the rent plus VAT

The monthly commission fee would be:

£ PCM

OPTIONAL EXTRAS

(Tick box to select service required)



Inventory (for Rent Collection & Let Only)

£150 plus VAT

Fixed Term Renewal Tenancy Agreement

£100 plus VAT

Key cutting

£12 plus VAT

Court appearance on behalf of landlord

£300 plus VAT

Rent Guarantee (12 Months Cover (inc. IPT)

£250 inc. IPT

FEES

The agent deducts fees and all expenses incurred on behalf of the Landlord from the rent payable and the Landlord is notified by way of a statement. All Landlord and Tenant funds, rents, tenancy deposits and expenditure are credited and debited through the agents specially designated client account. No interest is payable on Landlord/ Tenant monies retained by the agent.

RENT GUARANTEE INSURANCE

Legal costs and expenses

Up to £75,000 per insured incident

Rent arrears

Up to a maximum amount of £2,500 pcm

Alternative accommodation costs

Up to £5,250 & Storage costs up to £450

Claims need to be reported within 30-days of the tenant falling into arrears. The insurance will start paying any rent due once the tenant has gone two full months into arrears and notice has been served. The cost depends on the monthly rent of the property being insured and whether you'd like to pay annually or over 12 months. The tenant would need to have been referenced prior to move in. If cover isn't taken out within the first 14-days of the tenancy starting, there is a 90-day no claim period.