



## RENT COLLECTION SERVICE

We understand that some landlords enjoy and wish to be involved with the day to day property management of their tenancy, but would prefer that the collection of rent is carried out by a professional third party.

### OUR SERVICE INCLUDES...

Free market appraisal of our property, including advising regarding the marketing of your property.

Full online marketing via Rightmove and Zoopla.

Fully accompanied viewings.

Referencing via Homelet Referencing, which will include Right to Rent checks. We can also organise to have your rent guaranteed via a third party insurance provider.

Drawing up tenancy agreement plus guarantor agreement if applicable, and obtaining tenant/guarantors' signature.

Meeting tenants and handing over your keys.

Taking a month's rent in advance, plus a deposit equivalent to a month and a half's rent. The deposit will be passed over to you upon proof of membership of one of Government approved deposit protection bodies.

Transferring utility accounts into new tenant's names and taking meter readings. Please note this is for incoming tenancies only.

We can also organise a third party inventory, and formal check in at your property. We would highly recommend this, and will instruct a third party inventory clerk, at your cost. We would advise that unless an inventory is given to your tenant at the outset of the tenancy, you may be unable to make justified deductions to your tenant's deposit. Costs start at £55.00. Please ask us for further information.

# Rental Income

Monthly collection of rent, and payment directly into your nominated bank account. Chasing up rent arrears, keeping you informed of progress.

Serving legal notices as appropriate to the tenant.

We can also organise gas certificates, Energy Performance Certificates, periodic electrical checks etc at the landlords expense.

(Please will you note that the fees charged by this agency currently do not include VAT. However, we do reserve the right to add VAT to our fees with the giving of one month's notice. However, please be aware that should we need to pass on the cost of third party costs, then they may well include VAT, and we have no control over this.)

## RENT COLLECTION SERVICE

Set up charge for each new tenancy - £250.00

Rent Collection charge per month - 7% (Typically if your rent is £1000 pcm, your monthly charge will be £70.00)

Please will you note that this is not a fully managed service

To find out more, or to book a free market appraisal of your property, please will you contact us:

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