

Our Services	Let Only	Letting & Rent Collection	Full Management
Initial property appraisal & marketing report	✓	✓	✓
Colour property listings	✓	✓	✓
Distinctive marketing board	✓	✓	✓
Pro-active and imaginative marketing	✓	✓	✓
Web exposure inc. Property Portals	✓	✓	✓
Walk through movie advert	✓	✓	✓
Press advertising (if required)	✓	✓	✓
Accompanied viewings	✓	✓	✓
Comprehensive Tenant referencing and credit checks	✓	✓	✓
Preparation of Assured Shorthold Tenancy Agreement	✓	✓	✓
Pre letting property health check	✓	✓	✓
Meter readings	✓	✓	✓
Unfurnished Inventory	✓	✓	✓
Photographic schedule of condition	✓	✓	✓
Collection of 1st months rent & deposit	✓	✓	✓
Registration of deposit	✓	✓	✓
Tenant Welcome Pack	✓	✓	✓
Collection of rent	✗	✓	✓
Annual transaction summary	✗	✓	✓
Monthly topical landlord bulletin	✗	✓	✓
Monthly client accounting	✗	✓	✓
Routine management inspections	✗	✗	✓
Annual landlord / property review	✗	✗	✓
Day to day general management	✗	✗	✓
Refund of deposit & dispute resolution	✗	✗	✓
	£480 Including Vat	£330 +5% of rent collected Including Vat	£300 + 11% of rent collected Including Vat



Optional Services

- Tenancy Renewal - £60 Including Vat
- Rent Guarantee
- Rent Review - £60 Including Vat
- Residential Investment Advice / Buy to Let
- Energy Performance Certificates - £90 Including Vat
- Landlord and Tenant Insurance
- Landlord & Tenant Legal Services
- Property Maintenance