

	<b>Fully Managed</b> 14.4% incl VAT	<b>Rent Collection</b> 12% incl VAT	<b>Let Only</b> Equal to one months' rent +VAT
Agree the rental value	●	●	●
Provide guidance on compliance with statutory provisions and letting consents	●	●	●
Advise on refurbishment requirements	●	●	●
Erect a To Let board outside the property (where permitted)	●	●	●
Advertise the property across relevant portals and media	●	●	●
Produce a full colour brochure with floorplan	●	●	●
Conduct accompanied viewings	●	●	●
Find tenants, negotiate the rent and agree tenancy terms	●	●	●
Advise on non-resident tax status and HMRC (if applicable)	●	●	●
Carry out comprehensive tenant referencing and Right to Rent checks	●	●	●
Draw up the tenancy agreement for signing	●	●	●
Collect and remit first months' rent and deposit (if applicable)	●	●	●
Deduct any pre-tenancy invoices	●	●	●
Advise all relevant utility providers of any changes	●	●	●
Arrange full independent inventory with photos *	●	●	●
Arrange and oversee tenant check-in by an independent inventory clerk *	●	●	●
Register deposit with an approved scheme *	●	●	
Demand, collect and remit the monthly rent	●	●	
Pursue non-payment of rent and provide advice on rent arrears actions	●	●	
Provide a Rent Recovery Service *	●	●	
Conduct quarterly property visits	●		
Handle all tenant queries	●		
Arrange routine repairs and instruct approved contractors	●		
Arrange and oversee tenant check-out by an independent inventory clerk *	●		
Security deposit dilapidation negotiations	●		

\* There is an additional cost for this service – see Landlord Schedule of Fees