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Telephone: (0753) 655600

Our specialist department lets and manages all types of property over a wide area and has many applicants requiring homes to rent. We are pleased to discuss with prospective landlords all matters relating to the letting of property including rental levels likely to be achieved.

Below is a brief summary of the services we provide which include finding a tenant, obtaining references, rent collection and periodic inspections of the property during the course of a tenancy.

Letting

We maintain a register of prospective tenants, personnel officers of companies, and advertise in local newspapers.

Tenancy Agreement

We have a standard form of Agreement which can be amended to suit individual circumstances, alternatively you may prefer to instruct your solicitor to prepare a suitable agreement.

It should be noted most tenants have protection under the Rent Acts.

Income Tax

Rental Income is subject to UK Tax but certain expenditure is deductible.

Inventories

An Inventory should always be prepared and we can arrange for this to be done by an independent Inventory Clerk. The cost depends on the amount of work involved and is paid by the landlord.

The Inventory is checked with the tenant at the commencement and end of their tenancy, this cost being shared between landlord and tenant.

Mortgage

If your property is mortgaged the Mortgagees may have to give their consent to any letting, it is therefore in your interest to check the position and obtain such consents as may be necessary.

Insurance

Insurance Companies must also be informed and suitable cover should be obtained for contents and structure (if not already effected through your Mortgagees). Legal protection insurance is advisable and we can obtain a quotation.

Deposit

We require a tenant to pay us a Stakeholders deposit equal to 4/6 weeks rent. This is used to settle claims for dilapidations and/or outstanding accounts at the end of the tenancy.

Gardens

The Tenancy Agreement provides for the tenant to maintain the garden but sometimes landlords prefer to include the services of a gardener.

Transfer of Services

Telephone, gas and electricity services should be transferred into the tenants name for the duration of the tenancy and we arrange this.

Repairs, Maintenance Agreements etc.

We ask for full details of all guarantees etc. and authority to carry out minor repairs.

Accounts

Rent Statements are prepared quarterly and sent wherever required together with supporting vouchers and cheque to balance. Monthly payments can be made directly to your bank by arrangement.

Scale of Charges – all subject to V.A.T.

PAYABLE BY LANDLORD

For finding a tenant only – 10% of the total rental payable under the terms of the Agreement.

For letting and management – 15% of rental received.

Preparation of Inventory, fee by arrangement.

In the event of an attendance before a Court, Furnished Rent Tribunal or negotiations with the Rent Officer – fees by arrangement.

Shared between Landlord and Tenant

Cost of Preparation of Tenancy Agreement shared equally.

Inventory fee for checking in at the commencement of the tenancy and checking out at the termination – by arrangement.

Stamp Duty on Agreement.

More comprehensive information is available and we will be pleased to forward this on request.