Fees and services

Dedicated Property Manager

End of Tenancy check Out

Arrange Renewals of Safety Certificates

Tenants 24/7 maintenance reporting system

Annual Statements For Tax Returns

Arrears Management **Key Holding Service**

Property Inspections

Access to Property File Tenants Emergency Hotline

Rent Reviews Tenancy Renewal

Tenant Find 60% Inc. VAT first months 10.8% Inc. rent

Rent collection service

Managed 14.4% Inc. VAT

VIP 18% Inc. VAT

Advertising and promoting the Property until a suitable tenant is
found
Marketing Photographs & Ad Design
Rightmove, Zoopla and 42 other property sites
Fully vetted enquires
Accompanied viewings
Take Holding Deposit
Referencing and right to rent checks
Property Safety Certificate Management
Preparation of the Tenancy Agreement and related paperwork
Arrange an Inventory
Collection Of First Month Rent and Security Deposit
Tenant Move in with Prescribed Information
Registration of Security Deposit
Council and water notification
Rent Collection & Allocation with monthly statement
Triage & Prompt Maintenance Handling

⊘ 1	⊗	✓		⊗	
Image: square of the content of the	✓	Ø		⊗	
Ø 1		\odot		\otimes	
⊘ 1	8	\otimes		Ø	
⊘ 1	8	\otimes		⊗	
⊘ 1	8	⊘		⊗	
⊘ 1	8	⊘		⊗	
Ø 1	8	$ \otimes $		⊗	
Ø 1	8	\bigcirc		⊗	
Ø 1	8	\odot		⊗	
Ø 1	8	\otimes		$oldsymbol{arphi}$	
⊘ 1	8	\otimes		Ø	
⊘ 1	000000000000000000000000000000000000000	\otimes		⊗	
	⊘	\odot		⊗	
	⊘	\odot		⊗	
		\otimes		⊗	
		\otimes		\otimes	
		\otimes		\otimes	
		Ø		⊗	
		Ø		8	
		Ø		⊗	
		⊘		⊘	
		⊘	1 £114	<	
		\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	£114		
			£11.4	C	

Other services:

Tenancy set up cost £354 Inc VAT

Vacant Property Services (Insurance checks ets - post collection) £114 Inc VAT per month

Annual Directors Review - Improving Performance £594.00 Inc VAT

Rent Guarantee & Legal protection Insurance

Quotes provided

Dispute and Adjudication Negotiation & Administration £300 Inc VAT

Phone: 01392 905 906

a **smarter** way to let and sell your property

www.smartestateagent.co.uk



^{*}Prices include VAT