

Letting and Property Management Services

	Silver Let Only	Gold Full Management
1. Initial visit to your property by an experienced member of the homes4u team	✓	✓
2. Discussion on current market conditions and achievable rent level	✓	✓
3. Assessment of your requirements and advice on legal aspects of letting	✓	✓
4. Advice on how to maximise rental returns	✓	✓
5. Professional standard photography	✓	✓
6. Floor plan with room sizes	✓	✓
7. Organisation of Energy Performance Certificate as required *	✓	✓
8. Comprehensive marketing at your local homes4u branch	✓	✓
9. Extended marketing through homes4u's network of branches	✓	✓
10. Online advertising at homes4u.co.uk with multiple photos, floor plan and EPC	✓	✓
11. Additional online advertising on the UK's most popular portals rightmove.co.uk and zoopla.co.uk	✓	✓
12. Promotion of your property through homes4u's award winning Social Media	✓	✓
13. Potential tenants advised of new instructions through e-mail and phone	✓	✓
14. Accompanied viewings by a member of the letting team	✓	✓
15. Negotiation of tenancy terms	✓	✓
16. Securing let with set up fee and holding deposits	✓	✓
17. Identification obtained from applicants	✓	✓
18. Comprehensive tenant referencing including credit check, employers and previous landlords references	✓	✓
19. Bespoke homes4u Tenancy Agreement	✓	✓
20. Registering tenants for utilities and council tax	✓	✓
21. Setting up of on-going rent payments	✓	✓
22. Invitations to homes4u's free landlord seminars	✓	✓
23. Regular email updates on market conditions and changes to legislation	✓	✓
24. Notification of investment opportunities from our sales team	✓	✓
25. Move in guidance and key sign out		✓
26. Comprehensive photographic ingoing inventory, undertaken by one of our property managers		✓
27. 24 hour emergency phone line for tenants manned by our property managers		✓
28. Key holding and management		✓
29. Protection of the tenancy deposit with MyDeposits		✓
30. Regular inspections reports during the tenancy		✓
31. Access to our panel of approved contractors		✓
32. Organisation of quotes, repairs and maintenance*		✓
33. Furniture upgrades and replacements arranged with our approved contractors		✓
34. Dedicated compliance team focused on ensuring properties are up to date with legislation.		✓
35. Ordering of annual Gas Safety Checks with Gas Safe registered engineers*		✓
36. Organisation of Periodic electric certificates where applicable		✓
37. Arrangement of Legionella risk assessments*		✓
38. Organisation of PAT, fire alarm, fire extinguisher and emergency lighting testing *		✓
39. Application for property licences where required		✓
40. On-going administration of property licences, including renewals		✓
41. Compliance with The Smoke and Carbon Monoxide Alarm (England) Regulations 2015		✓
42. Full management of Landlord immigration right to rent legislation		✓
43. Issuing of legal notices relating to tenants non compliance with tenancy terms		✓
44. Serving of required notices as tenancy end date approaches		✓
45. Negotiation of applicable new rent level if tenancy is being renewed		✓
46. Rent reviews and increases on periodic tenancies		✓
47. Automatic re advertising of the property prior to existing tenant leaving		✓
48. Comprehensive photographic outgoing inventory		✓
49. Negotiation of the deposit allocation with tenants and Mydeposits		✓
50. Rent payments transferred into your account		✓
51. Regular statements emailed (posted on request)		✓
52. Period statements for tax returns when required		✓

*where works are ordered additional costs will apply

Landlord fees and charges

We offer fully-managed 'Gold' services which means we look after everything from finding the tenant to moving them out and all that goes in between. We also offer a 'Silver' let-only option for landlords who would like to manage tenancies themselves.

We would like to make you aware of the fees and charges associated with homes4u letting/and or managing your tenancy. For larger portfolios and corporate clients we can cater specific packages.

Please get in touch with our friendly home advisors at your local homes4u branch to discuss your requirements.

All of our fees are detailed below inclusive of VAT unless specified.

	Set up fee	Management fee
Silver Let Only	Maximum of 60% of one month's rent to a minimum of £594.00. (50% of one month's rent plus VAT to a minimum of £495 plus VAT)	
Gold Full Management	Maximum of 60% of one month's rent. (50% of one month's rent plus VAT)	Maximum of 12% of the rent, deducted monthly. (10% plus VAT)

Management fees are expressed as a percentage of the agreed rent for the period of the tenancy.

Additional fees

MyDeposit protection fee £22.28 (Gold Full Management Service)

Energy Performance Certificate £60 (if required)

Credit card payments 2.5% of the total amount paid.

Independent Redress Scheme

As a member of The Property Ombudsman Scheme we commit to complying with their Code of Practice for Lettings and Estate Agents. Visit www.tpos.co.uk for more information.