

## A LANDLORDS GUIDE TO LETTING A PROPERTY THROUGH HENSHAWS ESTATE AGENTS



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If you are considering letting your property, whether that be short or long term, if you are an investor client, letting your own home or acting for a relative, the first stage is to get a market appraisal for the property. Our experienced and qualified lettings team will provide you with a comprehensive analysis of the current market conditions, advise you of the maximum rent the property is likely to achieve and give you all the legal information that is required when letting a property. What we won't do is blind you with science, we will listen to your needs and requirements and give you clear and honest advice in a straight forward way and give you time, as much as you need to make the right choice. Henshaws will also give you advice on how to prepare the property for letting. This advice and appraisal is given free of charge without any obligation on your part.

### **Okay – you are instructing Henshaws – what happens next?**

We will prepare full colour letting particulars and advertise the property on the leading property portals, [www.onthemarket.com](http://www.onthemarket.com), [www.rightmove.co.uk](http://www.rightmove.co.uk) and [www.zoopla.co.uk](http://www.zoopla.co.uk) in addition to our own website [www.henshaws.net](http://www.henshaws.net). We will advertise the property in local media, contact all applicants currently registered on our extensive database and contact the many corporate relocation agents we deal with. We will also erect a 'To Let' board outside the property unless you ask us not to.

### **So what are our services?**

There are three types of service we can offer you:

**Tenant Find:** It's not just that, as we do everything required to put the tenant in the property, we won't however collect the rent for you or manage the property.

**Tenant Find and Rent Acceptance:** In addition to the above, the rent will be paid to Henshaws and forwarded to you each month.

**Full Management:** When you instruct Henshaws to manage your property, our comprehensive management service will give you complete peace of mind throughout the tenancy.

Our website includes a document which details our fees based upon the above services in addition to all other fees and costs associated with the letting of residential property. A paper copy can also be provided if required as can a detailed copy of our terms of business.

### **So what about legislation?**

There are many requirements to consider before a tenancy start. Henshaws will guide you through this process and as **propertymark/ARLA** accredited agents we are kept up to date with all legal requirements and best practice some of which include:

- An EPC (energy performance certificate) – required to enable us to fully market your property.
- Gas safety regulations including the requirement for a 'GAS SAFE' certificate
- Electrical equipment and Part P buildings regulations
- Fire and furnishings regulations
- Legionnaires disease
- Right To Rent

- Inventories
- Registration of the dilapidations deposit with the TDS (Tenancy Deposit Scheme)

Other aspects to consider include non-resident landlord status/overseas landlords, buildings and contents insurance, advising your mortgage company that you are intending to let your property, to name just a few!

Full details of all legal requirements can be found in our terms of business document

**And finally** Henshaws are extremely proud of the service provided to both our landlords and tenants. Many landlords whom no longer let their property still keep in regular touch. At all times you will be treated in a professional courteous and friendly manner by our dedicated staff who have many years' experience.

**If you have any questions regarding our services, please ask a member of our staff**

**CLIENT MONEY PROTECTION:**

[www.propertymark.co.uk](http://www.propertymark.co.uk)



[www.henshaws.net](http://www.henshaws.net)

**INDEPENDENT REDRESS:**

The Property Ombudsman – [www.tpos.co.uk](http://www.tpos.co.uk)

