





Services





ITEM	OPTIONAL EXTRA PRICE	 COPPER Tenant Find	 BRONZE Tenant Find & Rent Collection	 SILVER Full Management	 GOLD Full Management Plus
Fee	---	80% monthly rental value	7%	12%	15%
Tenancy set up fee	---	---	£250	£250	£250
Landlord Guidance Pack: • Insurance and regulatory considerations, legal obligations, etc • Advice and information on safety considerations • Landlord minimum requirements checklist	---	✓	✓	✓	✓
Let and Rental Services					
Visit the property and advise on any pre-let actions required, as well as expected rent	---	✓	✓	✓	✓
Prepare property for market: • Property details • Photographs	---	✓	✓	✓	✓
HD 'virtual walkthrough' video	£120	---	Optional Extra Price	✓	✓
2D floor plans	---	✓	✓	✓	✓
Accompany prospective tenants on viewings and provide feedback to landlord	---	✓	✓	✓	✓
Tenant referencing and credit checks	£40/person	1 person	2 person	4 person	6 person











ITEM

OPTIONAL
EXTRA PRICE

Let and Rental Services (cont)

'Right to Rent' check under Immigration Act 2014 & follow up check	£30/person	1 person	2 person	4 person	6 person
Where necessary, check and verify any guarantors	---	✓	✓	✓	✓
Prepare an appropriate form of tenancy agreement	---	✓	✓	✓	✓
Arrange the signing of the tenancy agreement by the tenant(s) and yourself	---	✓	✓	✓	✓
Collect security deposit & transfer to TDS	£60	---	✓	✓	✓
Greet new tenant(s) for arrival with keys and inventory checklist to sign	---	---	✓	✓	✓
Tenant check in against inventory (if available) & schedule of condition - unfurnished properties only, POA for furnished properties	£20 p/room	---	Up to 2 bed	Up to 3 bed	No limit
Tenant in meter readings (if smart meter not installed)	£30	---	---	✓	✓
Advise utilities companies and local authority of new tenant	£30	---	---	✓	✓
Arrange direct debit mandate for future rental payments	---	---	✓	✓	✓
Collect rent by direct debit, less management fees	---	---	✓	✓	✓
Provide fully detailed monthly statements	---	---	✓	✓	✓

ITEM	OPTIONAL EXTRA PRICE				
Let and Rental Services (cont)					
Chase any late rent payments	---	---	Up to 2 months	Duration of contract	Duration of contract
Initiate legal action for rent arrears	POA	---	Optional Extra Price	Optional Extra Price	✓
Annual rent review/recommendation	---	---	✓	✓	✓
Property Management Services					
Month 1 inspection	£60	Optional Extra Price	Optional Extra Price	✓	✓
Organise and supervise maintenance & repair work (12.5% of cost of work over the limit stated)	12.5%	---	---	< £500	< £1000
In hours call out service – not including contractors time/materials (09:00–17:00)	---	---	---	✓	✓
24-hour emergency call out service (per call out, first hour, thereafter £60) – not including contractor time/materials	£120	---	---	Optional Extra Price	✓
Property Inspections	£65	Optional Extra Price	Optional Extra Price	Biannually	Quarterly
End of tenancy intention review and contract renewal (if required)	£60	Optional Extra Price	Optional Extra Price	✓	✓
End of tenancy planning to ensure maximum occupancy	---	---	---	✓	✓
Tenant out meter readings (if smart meter not installed)	£30	Optional Extra Price	✓	✓	✓
Tenant check out against inventory & schedule of condition (if available) – unfurnished properties only, POA for furnished properties	£20 p/room	Optional Extra Price	Up to 2 bed	Up to 3 bed	No limit

ITEM	OPTIONAL EXTRA PRICE				
Property Management Services (cont)					
Dealing with deposit disputes	£60/hr	---	Optional Extra Price		
Arrange safety certificates (EPC, Gas Safety and EICR) – price per certificate, not including contractor time/materials	£35	---	Optional Extra Price	Optional Extra Price	
Serve possession or other notices as instructed by you	£120	---	Optional Extra Price	Optional Extra Price	
Amendments to tenancy agreement	£60	Optional Extra Price	Optional Extra Price	Optional Extra Price	
Annual condition survey	£300	Optional Extra Price	Optional Extra Price	Optional Extra Price	

Additional Services

PAT

Recommended annually, Portable Appliance Testing (PAT) is the process of inspecting and testing electrical appliances to ensure they are safe to use. It involves both a visual examination and electronic testing of appliances to identify potential faults, damage, or safety risks. Ensures compliance with safety regulations and helps prevent electrical hazards and malfunctions. Highly recommended if the landlord's property is fully furnished.

£75 (includes 15 portable appliances)

Pre and post-tenancy valet

Pre-tenancy and post-tenancy valet services play a critical role in ensuring a seamless transition for tenants and landlords alike. Before a tenant moves in, a pre-tenancy valet meticulously cleans and organises the property, leaving it spotless, sanitised, and welcoming. This includes deep-cleaning carpets, polishing surfaces, and ensuring all appliances and fixtures are in pristine condition, setting the tone for a positive tenant experience.

Conversely, a post-tenancy valet focuses on restoring the property to its original state after a tenant vacates. This involves tackling stubborn stains, and refreshing the overall ambiance, preparing the space for the next occupant or inspection. These services are essential in maintaining the property's value, enhancing its appeal, and fostering good relationships between all parties involved.

POA

Empty Home care service

If your property is ever unoccupied your insurance company may insist on regular visits to inspect for burst pipes, leaks, break-ins, vandalism, etc. We will visit your property on a weekly basis whenever it is unoccupied to collect post, check on security and keep an eye on water and heating services. (individual service – not included in a package)

POA

Gutter and Drain maintenance

Inspecting and cleaning gutters and drains is essential for protecting properties from water damage and ensuring efficient drainage. Regular cleaning removes debris such as leaves, dirt, and sludge that can clog gutters and drains, preventing overflow and structural damage. It also helps avoid issues like mold growth, damp walls, and foundation erosion. Routine inspections and maintenance ensure that water flows freely, safeguarding the property's integrity and reducing the risk of costly repairs in the future.

POA