

Let Only Service Options

	Appraisal & Marketing Only £300 inc VAT	Let Only One month's rent inc VAT (with a minimum of £420 inc VAT)
Market Appraisal	Y	Y
Marketing Details & Photos Prepared	Y	Y
Property Marketing	Y	Y
Handling Enquiries	Y	Y
Arrange Property Viewings	Y	Y
Accompanied Property Viewings	Y	Y
Offer Negotiation	Y	Y
Pre-Tenancy Right To Rent Check	N	Y
Applicant Referencing	N	Y
Move In Scheduling of New Tenancy	N	Y
Preparation Of Assured Shorthold Tenancy (AST)	N	Y
Administer Signing of AST	N	Y
Issue Gas Safety Certificate	N	Y
Issue EICR/EIC	N	Y
Issue EPC	N	Y
Issue How To Rent Guide	N	Y
Issue Prescribed Information (TDS)	N	N
Issue Deposit Terms & Conditions	N	Y
Collect First Month Rent	N	Y
Collect Tenancy Deposit	N	Y
Register Tenancy Deposit (TDS)	N	N
Notify Utilities (Gas, Elec, Water)	N	N
Notify Council Tax	N	N
Conduct Final Inspection & Report	N	N
Deposit Negotiation	N	N
Deposit Dispute Charge	N	N

Y -Included

N -Not Included

Where 'N' is shown items can be added to the service package and charged accordingly. Item fees are noted within the Let Only Service Terms of Business. Alternative Letting and Management Service options are available in addition to the above, including Let & Rent Collection and Fully Managed. Contact our office for more information.