



## **Full Management Service**

This service is ideal if you do not want any involvement with your tenants. We will make sure all the legal aspects and day to day management of your property are covered PLUS included in this service is a detailed **360 Inventory/Viewings/360 Virtual Inspections/Tenancy Renewals/TDS Annual Subscription/Submitting deposit disputes to the TDS/Annual Income & Expenditure/Check-Out Report.**

What's included:

- ✓ Provide you with an accurate rental valuation and assessment of your property.
- ✓ If any maintenance is required to bring your property to standard we can offer guidance on this.
- ✓ Advise you on your legal obligations as a Landlord
- ✓ Advise you on your obligations under the Non-Resident Landlord Scheme with HMRC and provide you with the link to the appropriate online form (if appropriate).
- ✓ Erect a To Let Board.
- ✓ Advertise your property on our website - [www.redcarlettingsales.co.uk](http://www.redcarlettingsales.co.uk), Rightmove, On The Market, Facebook and within our office showroom ensuring your property receives maximum exposure.
- ✓ Advertise with a 360 virtual tour of your property.
- ✓ Accompany all viewings.
- ✓ Arrange for all Applicants to go through a rigorous application process.
- ✓ Arrange for each eligible applicant to be fully referenced. Reference checks include; credit checks, employment and landlord references.
- ✓ Ensure a Gas Safety Certificate is in place prior to the let.
- ✓ Check a working smoke detector is fitted on each level of the property.

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🌐 [www.redcarletting.co.uk](http://www.redcarletting.co.uk)

Companies House Reg. Number 5769546 VAT Reg. Number 212 5738 26

- ✓ Check a carbon monoxide detector is installed and fully operational.
- ✓ Includes an Inventory/Schedule of Condition of the property together with full colour photographs free of charge.
- ✓ Collect a full month's rent and deposit. The deposit will be registered with the Tenancy Deposit Scheme.
- ✓ Draw up an Assured Shorthold Tenancy Agreement for an initial fixed term of 6 months.
- ✓ Set up regular rental payments directly to this Agency.
- ✓ Notify Utilities, Council Tax and Northumbrian Water of the tenancy through Homeshift.
- ✓ Collect the rent on a monthly basis and issue you with a monthly statement.
- ✓ We will pursue any non-payment of rent and keep you fully up to date regarding any late payment.
- ✓ Renew the tenancy every 6 months if instructed, included free of charge.
- ✓ Annual deposit registration included free of charge.
- ✓ Annual Income & Expenditure report.
- ✓ Arrange any general maintenance, as required, authorised by you. Any bills will be deducted from the rent and the statement will reflect this.
- ✓ Includes our out of hours emergency contact for Tenants.
- ✓ Arrange an inspection of the property 3 months into the tenancy and approximately every 6 months thereafter. You will receive digital inspection reports with full colour photographs and full details of the property condition.
- ✓ Issue a Form 6A Notice Requiring Possession if required. This form should be used where a no-fault possession of accommodation let under an assured short-hold tenancy is sought under section 21(1) or (4) of the Housing Act 1988.

- ✓ Re-advertise the property once notice is received.
- ✓ Conduct the check-out at the end of the tenancy and deal with any deductions from the tenants deposit. If a dispute arises all necessary casework will be submitted to the Tenancy Deposit Scheme at no extra charge.

### **Full Managed Service**

Letting fee (payable for each new let and subsequent lets)	£195.00
Monthly commission	10%

*Additional services please tick if required:*

Annual CP12 (Gas Safety Certificate)	£ 80.00	<input type="checkbox"/>
Energy Performance Certificate (valid for 10 years)	£ 70.00	<input type="checkbox"/>
Electrical Safety Check (valid for 5 years)	£160.00	<input type="checkbox"/>

***\*All prices are inclusive of VAT unless otherwise stated\****

***\*No hidden charges\****

***\*No minimum monthly fee\****

**We are members of a Client Money Protection Scheme and also of the following:**



Find us on 

