Tenant Find/Let Only 6% of the yearly rent

Includes:

- ✓ Collect & remit initial months rent received
- ✓ Agree collection of any shortfall & payment method
- ✓ Provide tenant with account details of further rent payments
- ✓ Deduct any pre-tenancy invoices
- ✓ Full referencing & credit checks on each named tenant on the tenancy agreement
- ✓ Providing the tenancy agreement
- ✓ Marketing the property with online portals (Zoopla, Rightmove, Onthemarket)
- ✓ Featured adverts on rightmove
- ✓ Property valuations including photographs

Rent collection 8% per month

Includes:

- ✓ Full referencing & credit checks on each named tenant on the tenancy agreement
- ✓ Providing the tenancy agreement
- ✓ Marketing the property with online portals (Zoopla, Rightmove, Onthemarket)
- ✓ Property valuations including photographs
- ✓ Collect & remit the monthly rent payments

Full Management 10% per month

Includes:

- ✓ Full referencing & credit checks on each named tenant on the tenancy agreement
- ✓ Providing the tenancy agreement
- ✓ Marketing the property with online portals (Zoopla, Rightmove, Onthemarket)
- ✓ Property valuations including photographs
- ✓ Collect & remit the monthly rent payments
- ✓ Deduct commission and any maintenance issues
- ✓ Advise all relevant utility providers of new tenants
- ✓ Undertake two mid-term inspections
- ✓ Arrange routine repairs and instruct approved contractors (providing two quotes)
- ✓ Hold a management set of keys throughout the tenancy
- ✓ Rent guarantee insurance throughout the tenancy (Fees Apply)
- ✓ Arranging inventory and check out reports at beginning and end of tenancy
- ✓ Yearly statements
- ✓ Monthly invoices

252 Hoe Street, Walthamstow, London E17 3AX
T | 020 8520 0425 E | admin@sincerelettings.co.uk
Company Registration No: 14964498

Pre-Tenancy Fees

Arranging and facilitating statutory compliance (in addition to the cost of the item itself, if not provided by the landlord):

- Energy Performance Certificate (EPC): £120.00
- Gas Safety Certificate: £90.00
- Electrical Installation Condition Report (EICR): £120.00
- Installing Smoke Alarms and Carbon Monoxide Detectors: £50.00 - £100.00
- Portable Appliance Testing (PAT): £120.00
- Legionella Risk Assessment: £180.00

Start of Tenancy Fees

Marketing and Agreement Fee: 2 weeks rent (Minimum £500.00) Includes professional marketing and referencing of tenants
(ID checks, Right-to-Rent check, financial credit checks, obtaining references from current or previous employers / landlords and any other relevant information to assess affordability) as well as contract negotiation (amending and agreeing terms) and arranging the signing of the tenancy agreement. (Refer to the signed Terms of Business to confirm the agreed Marketing and Agreement Fee).

Landlord Withdrawal Fee (before move-in): 1 weeks rent. To cover the costs associated with the marketing, advertising and tenancy set-up should the landlord withdraw from the tenancy before it has started.

Deposit Registration Fee (where collected): FREE for custodial, £30.00 for Insured. Register Landlord/s and Tenant/s details and protect the security deposit with a Government-authorised Scheme. Provide the Tenant/s with Deposit Certificate and Prescribed Information within 30 days of the start of the Tenancy.

Inventory & Checkout Fees (included in Management)

- Studio £100.00
- One Bedroom £120.00
- Two Bedroom £140.00
- Three Bedroom £160.00
- Four Bedroom £180.00
- Five Bedrooms or more, costs will vary*

Management Take-over Fees: 1 weeks rent. To cover the costs associated with taking over the management of an ongoing tenancy, ensuring all statutory compliance has been undertaken, confirming everything under “Set-up Fees” above, receiving and protecting the security deposit and providing all necessary legal documentation to the tenant.