

The Letting Shop

A brief overview of our Services

	The VIP	Tenancy Management	Collect & Compliance	Self Managed
• Rental Appraisal	✓	✓	✓	✓
• Marketing, including Photography & Floorplan	✓	✓	✓	✓
• Accompanied Viewings	✓	✓	✓	✓
• Weekly Marketing Updates	✓	✓	✓	✓
• Tenancy Offer Negotiation	✓	✓	✓	✓
• Tenant Referencing	✓	✓	✓	✓
◦ Employer & credit check	✓	✓	✓	✓
◦ Bank data & tenancy database checks	✓	✓	✓	✓
◦ CIFAS checks (National Fraud Database)	✓	✓	✓	✓
• Full guarantor referencing (if applicable)	✓	✓	✓	✓
• Drafting & Service of Initial Legal Requirements	✓	✓	✓	✓
• Tenancy Agreement	✓	✓	✓	✓
• Collection of first month's rent & deposit	✓	✓	✓	✓
• Arranging Key Collection	✓	✓	✓	✓
• Deposit Administration & Protection	✓	£60	£60	£60
• Ongoing monthly rent collection and transfer	✓	✓	✓	
• Monthly statement of account	✓	✓	✓	
• Updating Local Authority & Water Supplier	✓	✓		
• Dedicated Tenancy Manager for the lifetime of the tenancy	✓	✓	✓	
• Key holding	✓	✓		
• Supervision of general repairs and maintenance work	✓	✓		
• Arranging safety inspections	✓	✓		
• Ongoing monitoring of legal requirements	✓	✓	✓	
• Rent arrears management	✓	✓	✓	
• Rent Review	✓	✓	✓	
• Newsletter Updates	✓	✓		
• Buy to Let Advisory & Investor Service	✓			
• Priority access to 'Off Market' purchasing	✓			
• Access to Client Webinars & Training	✓	✓		
• Free re-let setup costs within 12 months	✓			
• Minor Repairs and Compliance Completed Automatically	✓	✓		
• Complete 'Hands off' Management	✓			
• Safety Compliance Visit and Report	£60	£84	£126	
• Yearly Income & Expenditure Report	✓	£36	£36	
• Mandatory Annual Digital Tax Return (NRL only)	£150	£150	£150	
• Mandatory Quarterly Digital Tax Returns (NRL only)	£25	£25	£25	
• Inventory, Schedule of Condition & Check In	from £150	from £150	from £150	from £150
• Advise on Notices	✓	✓	✓	
• Gas Safety Certificate	£114	£114	£114	£114
• Electrical Installation Condition Report (EICR)	from £234	from £234	from £234	from £234
• Energy Performance Certificate (EPC)	£120	£120	£120	£120
• Rent & Legal Protection	from £36 per month	from £36 per month	from £36 per month	
• Tenancy Set Up Cost	£480	£480	£480	
All Fees include VAT	18%*	14.4%*	9.6%*	90% of the first months rent.

* % of gross rent.