

SERVICES AT A GLANCE

	Let Only equivalent to one month's rent inc VAT	Rent Collection 10% plus VAT (12% inc VAT)	Fully Managed 12% plus VAT (14.4% inc VAT)
Appraisal on your property, current market, rent review and legislation	✓	✓	✓
Preparation of property marketing with photos, floorplan & EPC	✓	✓	✓
Online advertising on our website, Rightmove, Zoopla and social media	✓	✓	✓
Marketing through both Hodsons offices, applicant matching to source tenants	✓	✓	✓
Qualify applicant enquiries to suit Landlord requirements prior to viewings	✓	✓	✓
Arrange and accompany viewings	✓	✓	✓
Regular feedback provided including how the property is performing online	✓	✓	✓
Negotiation of offers & full tenant references (+ guarantors) including credit and financial sanctions checks.	✓	✓	✓
Carry out right to rent checks on all occupiers prior to start of tenancy	✓	✓	✓
Ensuring the property is legally compliant for let with the relevant certificates before allowing tenancy to start	✓	✓	✓
Preparation and execution of the required tenancy agreement for the let	✓	✓	✓
Preparation and service of deposit prescribed information to the tenant/s	✓	✓	✓
Deposit submission into the TDS (Tenancy Deposit Scheme) Custodial Scheme	✓	✓	✓
Collection of first month's rent and deposit	✓	✓	✓
Collection of rent, remittance to your chosen account and issue statements		✓	✓
Management of late payments including legal advice		✓	✓
Proactive contact with Landlord and Tenant to discuss renewal requirements		✓	✓
Annual rent reviews and service of section 13 notice		✓	✓
Follow up on occupier's right to rent checks during a tenancy as required			✓
Arranging an independent inventory report and schedule of condition			✓
Arrangement of safety certificates including an EPC			✓
Notification to utility companies and local authority of change of tenants			✓
Meet and Greet with your tenant and manage key handover			✓
Arrangement of pre tenancy and in between tenancy maintenance and cleaning			✓
Primary contact for tenants to report maintenance			✓
Arrangement of required maintenance, follow up to completion			✓
Payment of invoices and regular outgoings through the rent account			✓
Routine property visits with report and recommendations			✓
Arrangement of inventory checkout in accordance with the original inventory			✓
Full negotiation of deposit return and submission to TDS if required			✓

NB please refer to our scale of fees for all charges associated