

## Award Winning Rental Management Services

Please see below our current Landlord Service Options, all of which are design to offer an inclusive service to meet your requirements.

All services are covered by our ARLA qualified team providing 5 star Google Customer ratings.

### Fully Managed Service

Our Fully Managed Service is charged at 9.6% including Vat (8% + Vat) of the monthly rental income. This will be deducted by the agent from the rent received on a monthly basis. Please see the table below to fully understand the full range of support and services offered.

### Tenant Find Only Service

Our Tenant Find Only Service is charged at 60% (including VAT) of the first month's rental income. The agent will deduct this prior to paying the remainder to the Landlord following the Tenant(s) moving into the property. Please note that this is subject to a minimum fee of £500 (including VAT).

Please see below schedule confirming what is included for each package.

Service Offered	Tenant Find	Fully Managed
Tenant finder marketing (see details for full breakdown)	√	√
Professional Property Marketing (Photo's / Floorplan)	√	√
Accompanied Viewings For All Applicants	√	√
Administration of Deposit	√	√
Right To Rent Checks & Immigration Check	√	√
Collect Monthly Rent		√
Interim 3 Monthly Property Condition Visits		√
Rent Arrears Management		√
Maintenance Management		√
Continuation of Tenancy		√
Termination of Tenancy		√
Tenant Check In		√
Production of monthly Statement		√
Smoke Alarm & CO2 Testing		√

## Enhanced Professional Marketing

Ten believe every property should be professionally marketed to maximise the rental return. Too often poor images are considered acceptable by many letting agents, which simply is not right. We pride ourselves on being the only agent to provide professional images on ALL properties, as well as Floorplans and full room descriptions.

Ten Property Agent will market the property for let utilising the following marketing facilities:

- 1, Erecting a to let board
- 2, Advertising on all leading UK property portals including Rightmove, Zoopla and On The Market
- 3, Social Media marketing campaigns
- 4, Our registered Tenant database
- 5, Professional photographs and floor plan

All viewings will be accompanied by a business owner to ensure feedback is provided on every applicant.

## Additional Services

We provide a comprehensive range of services to ensure every customer is fully supported and remains compliant at all times.

Please see below the additional services available.

Additional Services	All Fees Include VAT
<p><b>Production of Inventory / Schedule of Condition</b></p> <p>A very important detailed schedule of condition with supporting photographs of all aspects of the property. Vital for any future deposit negotiations and overall control of property condition.</p>	<p>1 Bedroom £120.00</p> <p>2 Bedroom £138.00</p> <p>3 Bedroom £150.00</p> <p>4 Bedroom £168.00</p>
<p><b>Tenancy Agreement (ARLA Approved Assured Shorthold Tenancy)</b></p> <p>This must be for a minimum of 6 months and can be up to a period of 3 years. We will make the necessary arrangements for the Tenant(s) to sign the agreement and the agent will sign on the Landlords behalf.</p> <p><b>Tenancy Renewal</b></p> <p>A renewal of an existing tenancy agreement after the initial period.</p>	<p>£100.00</p> <p>£50.00</p>

<p><b>Gas Safety Certificate</b></p> <p>A regulatory requirement for all properties to hold a current Gas Safe Certificate. Often more cost effective to combine with boiler service at the same visit.</p>	£90.00
<p><b>Annual Gas safety &amp; Boiler Service Combined</b></p> <p>A cost effective way to ensure your boiler is serviced with the issuing of a renewed Gas Safety Certificate each year.</p>	£140.00
<p><b>Legionnaires Risk Assessment</b></p> <p>A regulatory requirement to have a Legionnaires Risk Assessment on any property with hot and cold water supplies. Recommend at the start of any tenancy.</p> <p>Often miss understood by many as not being a legal requirement.</p>	£84.00
<p><b>Energy Performance Certificate (EPC)</b></p> <p>A legal requirement for every property to hold a valid EPC certificate. We will check the national register to confirm if you require a new certificate.</p>	£84.00
<p><b>Rent Guarantee Scheme</b></p> <p>Whilst our referencing and application process is robust, we can offer independent Rent Guarantee insurance via our approved specialist provider on request.</p>	On Request
<p><b>Electrical Safety Certificate (From 1<sup>st</sup> July 2020)</b></p> <p>From 1<sup>st</sup> July 2020 every property must have a valid NICEIC Electrical Safety Certificate. A certificate will be valid for 5 years.</p> <p>Our qualified Electricians can provide these to ensure compliance.</p>	<p>Up to 3 bedrooms £240</p> <p>4 + Beds @ £36 per circuit.</p> <p>£90 Per additional fuse board.</p>
<p><b>Buildings / Property / Contents Insurance</b></p> <p>Your mortgage provider will insist on minimum buildings insurance for any buy to let property. We are happy to refer you to specialist providers for free quotations.</p>	On Request
<p><b>Empty Property Inspection</b></p> <p>Should a property be void (not including marketing) for any reason, we can assist in inspecting the property on a fortnightly basis to ensure security and condition for insurance and peace of mind.</p>	£10.00 Per Visit

## Tenant Information & Holding Deposits

A holding fee equivalent to one weeks rent is payable prior to the commencement of the referencing process, which in turn will also “reserve” the property.

This holding fee will then be used towards your first month’s rent once suitable references and credit checks have been obtained.

Please be advised that this will be retained by Ten Property Agents, should you fail the required right to rent checks, change your mind, delay the referencing process in excess of 15 days, or fail referencing due to inaccurate / misleading information being provided as part of the application.

A dilapidations deposit equivalent to five weeks rent is payable prior to moving into the property.

Should the tenant(s) request an amendment to the existing tenancy, an administration fee of £50.00

Client M

below.

