

## RENT COLLECTION SERVICE - COMMISSION 12% (10% plus VAT)

When given the written permission of the landlord our rent collection service will include:-

- ✓ The property will be placed on our comprehensive marketing rental list, copies of which are available in all sales offices as well as our rental branches.
- ✓ We will commence our high profile and extensive advertising campaigns, including our own and leading websites such as Zoopla, OnTheMarket and Primelocation.
- ✓ We will automatically arrange for a 'TO LET' board to be erected on instruction and to re-advertise the property unless you instruct otherwise.
- ✓ Prospective tenants will be accompanied to view the property by professional and experienced staff.
- ✓ Comprehensive reference and credit checks, via an independent referencing agency will be obtained for the prospective tenants.
- ✓ A landlords gas safety certificate will be obtained and maintained for the property, which is required by law. (The fee for this is payable by the landlord.)
- ✓ An EPC (energy performance certificate) will be obtained and made available for the property, required by law. (The fee for this is payable by the landlord).
- ✓ A bond will be obtained equivalent to one months rental plus £100.00.
- ✓ Initial set up costs equivalent to one weeks rental plus VAT for the legal documents, advertising and the tenancy agreement is payable by the landlord once a tenant is secured.
- ✓ The tenancy agreement will be for a minimum term of six months and will continue on a month to month basis unless otherwise instructed by yourself in writing.
- ✓ Rent will be collected on a monthly basis and accounted to the landlord by Bank Automated Clearing System (BACS).
- ✓ The tenants will be supplied with the landlords contact details so that they may contact the landlord in the event of any breakdowns and repairs needed at the property during the tenancy.

### N.B. THE FOLLOWING IS THE RESPONSIBILITY OF THE LANDLORD:-

- To register the tenancy within 30 days of the start date with their chosen tenancy deposit protection scheme, and to provide the required prescribed information and certificates to the tenant within the same period.
- Routine inspections.
- **Repairs and breakdowns.**
- Transfer of utilities (at the start of each tenancy, and within 21 days for the purposes of DCWW).
- Provision of a full inventory of the condition and contents of the property

### THE FOLLOWING OPTIONS ARE AVAILABLE AT A COST TO THE LANDLORD:-

- ✓ A full inventory can be taken for the landlords own use at the beginning and end of tenancy, that includes the condition of carpets, decoration, the gardens as well as all contents. For this service, Dawsons will require at least 7 days notice, giving time for the property to be initially attended for the purposes of providing the inventory cost, and for a second visit completing the full inventory schedule for contents and condition:-

No. of bedrooms	Furnished	Unfurnished
One to two	from £175.00 plus VAT	from £150.00 plus VAT
Three to four	from £200.00 plus VAT	from £175.00 plus VAT
Five plus	£ P.O.A.	from £250.00 plus VAT

- ✓ Routine inspections can be carried out at £30.00 plus VAT per visit (we recommend these are carried out on a quarterly basis). For further information on this service, please contact our office.