



STAPLETON DERBY Letting Fees

	Full Management Premium Plus	Full Management Premium	Full Management	Rent Collection	Let Only
Establish Property Particulars and Construct Marketing Materials	★	★	★	★	★
Advertise Property	★	★	★	★	★
Receive and Maintain Tenant Enquiries	★	★	★	★	★
Provide to Let Board	★	★	★	★	★
Arrange and Conduct Accompanied Viewings	★	★	★	★	★
Receive Tenant Application	★	★	★	★	★
Conduct Credit and Status Checks on all Applicants	★	★	★	★	★
Provide Landlord with Tenant Details for Approval	★	★	★	★	★
Arrange for Completion of all Statutory Safety Checks on Property (Gas Safety etc)	★	★	★	★	★
Arrange Insurance (optional)	★	★	★	★	★
Inventory and Schedule of Condition including Photographs	★	★	★		
Draw up Tenancy Agreement	★	★	★	★	★
Completion of Tenancy Agreement, Collection of Initial Rent and Deposit	★	★	★	★	★
Lodge Deposit into Statutory Protection Scheme	★	★	★	★	
Notify Utility Providers and Local Council of New Tenants Details	★	★	★		
Collect Ongoing Rental Payments and Issue Monthly Statement of Account to Landlord	★	★	★	★	
Rent Review	★	★	★	★	
Deal with Property Maintenance Issues	★	★	★		
Conduct Periodic Property Inspections and Issue Landlord Report	★	★	★		
Monitor and Maintain Statutory Safety Checks	★	★	★		
Deal with Statutory Notices and Tenancy Extensions	★	★	★		
Conduct Check Out Inspection at End of Tenancy	★	★	★		
Agree Dilapidations and any Resultant Deposit Deductions	★	★	★		
Rent Guarantee Insurance	★	★			
Legal Costs	★	★			
Attendance at Court Hearing	★	★			
Rent on Time	★				
FEES	£350 + 13% of the monthly rent + VAT	£350 + 12% of the monthly rent + VAT	£350 + 10% of the monthly rent + VAT	£350 + 8.5% of the monthly rent + VAT	1 months' rent (min £400) + VAT

Additional Fees

Inventory - £100.00 + VAT
 Check Out - £50.00 + VAT

Inspections (per inspection) - £50.00 + VAT
 Tenancy Renewals - £50.00 + VAT