

# What's involved in letting your property?

- ✓ = included in service level  
 + = included in service level at additional cost

	<b>Tenant Find 10% +VAT</b> (12% Incl. VAT) of the first 6 months' rent (Minimum fee £600 incl. VAT)	<b>Rent Collection 8% +VAT</b> (9.6% incl. VAT) Set up fee One week's rent plus VAT, subject to a minimum of £210 incl. VAT	<b>Full Management 10% +VAT</b> (12% incl. VAT) Set up fee One week's rent plus VAT, subject to a minimum of £210 incl. VAT
Free rental appraisal	✓	✓	✓
Accompanied viewings	✓	✓	✓
Online advertising & marketing plan for Rightmove/On The Market & Sims Williams website	✓	✓	✓
Tenancy agreement	✓	✓	✓
Right to Rent checks	✓	✓	✓
Tenant referencing	✓	✓	✓
Deposit protection facility <sup>3</sup>	+	✓	✓
Energy Performance Certificate (EPC) <sup>3</sup>	+	+	+
Gas Safety Certificate <sup>3</sup>	+	+	+
Professional schedule of condition/inventory <sup>1</sup>	+	+	+
Rent and legal protection cover <sup>2</sup>	+	+	+
Monthly landlord statements		✓	✓
Renewals/Rent reviews		✓	✓
Annual income & expenditure reports (on request)		✓	✓
Rent arrears & recovery		✓	✓
Serve all legal notices		✓	✓
Tenant checkout service & report		✓	✓
Deposit reconciliation		✓	✓
Property maintenance			✓
Property inspection & report			✓
Arranging wear & tear/damage remedial work			✓

**1** Professional Schedule of Condition/Inventory

No. of bedrooms	Unfurnished	Fully/Part furnished
Studio-6 bedrooms	From £144 incl. VAT to £216 incl. VAT depending on the size of the property	Quote available upon request

**2** Rent & Legal Protection

Price on application; depending on the level of cover required

**3** Miscellaneous

Renewal fee	£120 incl. VAT
EPC	£114 incl. VAT
Gas Safety Certificate	Price on application
Gas Safety Certificate incl. service	Price on application
Electrical Installation Condition Report (EICR)	Price on application
Deposit Protection Facility (Tenant Find only)	£60 incl. VAT