

LONG MELFORD - OUR SERVICES AND FEES

TWO LEVELS OF RESIDENTIAL LETTING SERVICE

Lettings Only Service payable in advance	90% inc VAT of the first month's rent
Preparation of our standard Tenancy Agreement	Free of charge
Preparation of our standard documentation for both a fixed term renewal and periodic tenancy	£210 inc VAT
Letting, Rent Collection & Management Service taken in instalments as the rent is payable	12% inc VAT of the rent
Preparation of our standard Tenancy Agreement	£210 inc VAT
Preparation of our standard documentation for both a fixed term renewal and periodic tenancy	£210 inc VAT

DEPOSIT REGISTRATION

Carter Jonas LLP are able to register the Tenants deposit with the Tenancy Deposit Scheme for a fee of £42 inc VAT paid annually in advance.

Our services include	Letting only	Letting, rent collection & management
Advice on pre-letting prospects and market rent	●	●
Advice on statutory duties	●	●
Arranging an EPC (Energy Performance Certificate)*	●	●
Producing property details, marketing and advertising	●	●
Conducting viewings & negotiating offers and terms	●	●
Applying for references and Right to Rent check	●	●
Preparation of documentation*	●	●
Membership of Tenancy Deposit Scheme*	●	●
Inventory preparation, check in and check out*		●
Arrangements for electric and gas safety records*		●
Cleaning arrangements* & transferring of utilities		●
Dealing with ongoing receipt of rent		●
Payment of invoices		●
Submitting a statement of account to the Landlord		●
Attending to day-to-day maintenance including minor repairs		●
Carrying out property visits		●
Preparing and serving notices*	●	●
Negotiating and arranging the deposit return		●

*Depending on your particular requirements, other fees may apply and more information on these fees is given in our terms of business. Please ask the lettings team for a copy.

Carter Jonas is proud to be a member of The Association of Residential Lettings Agents (ARLA Propertymark). ARLA Propertymark is the UK's foremost professional body for letting agents: arla.co.uk



Carter Jonas is regulated by RICS which funds a client money protection scheme. Clients who entrust money to firms regulated by RICS are protected in the unlikely event that the money is mishandled: rics.org/uk



Carter Jonas is a member of The Property Ombudsman redress scheme. We are proud of the service we provide to our clients, but should you wish to contact the ombudsman: tpos.co.uk

Carter Jonas