

Services	Full Management	Tenant Find
Providing a rental valuation of the property	✓	✓
Accompanied Viewings	✓	✓
Comprehensive advertising & marketing of your property	✓	✓
Arrange for GSI, Electrical Safety, EPC & HMO checks	✓	✓
Tenant Referencing	✓	✓
Preparation of Assured Shorthold Tenancy Agreement	✓	✓
Collection of Deposit & 1 st Months' rent	✓	✓
Registering Deposit with Protection Service	✓	£30.00
Notify utility Companies & Council tax of change of tenancy	✓	✗
Collection of rent & Credit Control	✓	✗
Handling of Maintenance	✓	✗
Serving Eviction notices & dealing with court proceedings	✓	✗
Detailed monthly rent statements & BACS transfer of funds	✓	✗
Rental Guarantee & Legal Protection (subject to acceptance)	Extra	Extra
Full Inventory Listing including photo evidence	£150.00	£200.00
Full Vacating Check & handling of necessary works to re-let	✓	✗
Setup Fee	No Charge	60% of the first rent
Rent Smart Wales	£60	N/A
Management Fee	12%*	n/a
Renewal Fee	No Charge	£60.00
Maintenance Charges	% of the cost of work	n/a
New HMO Application	£120.00	£180.00
Renewal of HMO Application	£60.00	£120.00
Market Appraisal	No Charge	£96.00
*Subject to property location	All prices Include VAT	

If services are declined after signing the management form prior to prospective applicant/s signing the tenancy agreement there will be an administration charge of £170 INC VAT.