

PAUL PIERI ESTATE AGENTS RESIDENTIAL LETTINGS <i>Summary of Services and Fees (fees include VAT at the current rate)</i>	LETTING AND MANAGEMENT			LET ONLY
	5 ★	4 ★	3 ★	
INITIAL LETTING FEE <i>x FIRST months rent</i>	72%	60%	30%	100%
	<i>(subject to a minimum fee – * see below)</i>			
MONTHLY MANAGEMENT FEE <i>x EACH months rent</i>	15.6%	12%	10%	-
FREE MARKET APPRAISAL	✓	✓	✓	✓
Marketing to include:	✓	✓	✓	✓
<i>Rightmove</i>	✓	✓	✓	✓
<i>Zoopla</i>	✓	✓	✓	✓
<i>paulpieri.co.uk</i>	✓	✓	✓	✓
<i>Paul Pieri Estate Agents Property To Let List</i>	✓	✓	✓	✓
<i>To Let Board</i>	✓	✓	✓	✓
<i>Local window display</i>	✓	✓	✓	✓
Accompanied Viewings	✓	✓	✓	✓
Tenant Interview	✓	✓	✓	✓
Tenancy Negotiation	✓	✓	✓	✓
Tenant Referencing and application	✓	✓	✓	✓
Preparation of appropriate Tenancy Agreement	✓	✓	✓	✓
Arrangement of initial Gas and Electric Safety tests **	✓	✓	✓	✓
Tenancy Start Up procedure including collection of first months rent	✓	✓	✓	✓
Tenant “Right to rent” checks	✓	✓	✓	✓
Tenancy Deposit protected under the Tenancy Deposit Scheme	✓	✓	✓	£60.00
Provision of required “Prescribed information”	✓	✓	✓	✓
Notification to Utilities and Local Authority	✓	✓		
Collection and processing of Rent including monthly statements	✓	✓	✓	
Rent Arrears control and management (subject to legal limitations)	✓	✓	✓	
Property Visits every 4 months	✓	✓		
Initial Property Visit after 6 weeks	✓			
Management of repairs and maintenance	✓	✓		
Management of gas and electricity safety records and record renewals	✓	✓		
Quotes for major repairs (over £500)	✓			
Payment of your outgoings **	✓			
Processing Insurance Claims (up to £500)	✓	✓		
Processing Insurance Claims (over £500)	✓			
Preparation of Section 8 and Section 21 Notices	✓	✓	✓	
Service of Notices by hand when required	✓	✓		
Check out (Final Inspection)	✓	✓		
Management of tenancy deposit claim process	✓	✓		
Quarterly tax Return (Non Resident Landlords)	✓			
<i>* The minimum Initial Letting Fee for each service is:</i>	<b>£400</b>	<b>£360</b>	<b>£180</b>	<b>£600</b>
<i>**Subject to landlord funds being available</i>				

ADDITIONAL FEES APPLICABLE TO ALL SERVICES ABOVE	
Inventory and condition schedule (unfurnished or furnished)	<b>£144 to £280 (determined by number of bedrooms)</b>
Guarantor application and agreement fee (if applicable)	<b>£72.00</b>
Tenancy renewal	<b>£106.00</b>
Final checkout and Report	<b>£96.00</b>