

BELVOIR! Professional Service Options

Belvoir Service Options	Let Only	Fully Managed	Fully Managed PLUS Legal Protection & Guaranteed Rent	House of Multiple Occupancy - HMO Fully Managed
Free Property Visit & Rent Appraisal	✓	✓	✓	✓
Professional Marketing, Websites & To Let Board	✓	✓	✓	✓
Fully Accompanied Property Viewings	✓	✓	✓	✓
Referencing of Tenants & Guarantors	✓	✓	✓	✓
Right to Rent Checks	Initial Checks	Initial & Ongoing	Initial & Ongoing	Initial & Ongoing
Professional Tenancy Agreement & Signing	✓	✓	✓	✓
Full Photographic Inventory and Schedule of Condition	1 Bed £120 2 Bed £140 3 Bed £155 4 Bed £170 5 Bed+ £180	✓ Free	✓ Free	✓ Free
Arrange Safety Certificates Cost of certs to be paid by Landlord	✓	✓	✓	✓
Check in Tenants, Signing for Keys	✓	✓	✓	✓
Notify Utility Companies / Council of meter readings & change of Tenant at start of tenancy	✓	✓	✓	✓
Register Deposits with Deposit Protection Service	✓ Sent to Landlord if not with DPS	✓	✓	✓
Providing Electronic Duplicate Statements	✓	✓	✓	✓
Collect Rents Each Month		✓	✓	✓
Routine Property Inspections		✓	✓	✓
Additional Property Inspections where required		✓	✓	✓
Manage Property & Maintenance Issues		✓	✓	✓
Rent Reviews & Serving Section 13 Notice		✓	✓	✓
Process overseas landlord tax payments to HMRC		✓	✓	✓
Check Out & Final Inspection of Property		✓	✓	✓
Handle deposit claims up to the point of ADR (Alternative Dispute Resolution)		✓	✓	✓
Notify Utility Companies / Council of final meter readings & Tenant vacated		✓	✓	✓
Belvoir 12 Month Rent Guarantee (covers legal costs and rent T&C's apply)	Optional 4% inc VAT of annual rent	Optional 4% inc VAT of annual rent	✓	N/A
Tenant Eviction Protection (covers legal & eviction costs T&C's apply)	£150 inc VAT	£150 inc VAT	Full Rent & Legal Protection throughout the whole tenancy	
Landlords Building & Contents Insurance	Professional Landlords Buildings & Contents insurance is available to all customers			
Management Fee deducted monthly from incoming rent	N/A	12% + VAT (14.4% including VAT)	15% + VAT (18% including VAT)	10% + VAT (12% including VAT)
Start up Fee No Let No Fee – payable on move in	1 Months Rent (Minimum £450)	50% of 1 month + VAT (60 % including VAT) (minimum £450)	50% of 1 month + VAT (60 % including VAT) (minimum £450)	£240 Annually + £150 per tenant & Guarantor combined

All Fees are Inclusive of VAT unless otherwise stated

We are members of Safe Agent & hold client money protections, meaning your money is in safe hands. We are also members of The Property Ombudsman redress scheme www.tpos.co.uk

Belvoir (Newcastle-under-Lyme) , 489 Hartshill Road, Hartshill, Stoke-on-Trent, ST4 6AA

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www.newcastle-under-lyme@belvoir.co.uk



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Additional Fees

Full Photographic Inventory & Schedule of Condition	<p>We will carry out a full photographic inventory and schedule of condition of your property, detailing things such as wall finishes and paint colours, floorings, fixtures and fittings, windows, gardens, inside ovens, bathrooms, toilets.</p> <p>A complete record of cleanliness to be used as evidence when a tenant vacates as to the condition of the property at their move in.</p>	<p><u>FREE with Full Managed Let Only Pricing</u></p> <p>1 Bed £120 2 Bed £140 3 Bed £155 4 Bed £170 5 Bed+ £180</p>
Alternative Dispute Resolution Paperwork and Evidence (Available on managed properties only)	Where tenants dispute a deposit claim to the point evidence has to be presented and an adjudicator at the deposit protection service makes the final decision	<p>£120</p> <p><u>FREE with Full Managed Plus</u></p>
Tenancy Renewal Fee Where a new fixed term contract is requested to the same tenants (Available on managed properties only)	When a fixed tenancy reaches its end, our contracts will automatically roll into "contractual periodic" this means a rolling contract and can continue this way indefinitely until you or the tenants serve notice. However, if you prefer the tenants to sign a new "fixed" term contract we will need to draw up a new tenancy and carry out various legal checks on the tenants again.	<p>HMO £150 per tenant/guarantor combined Non HMO £360</p>
Attending Legal Proceedings (Available on managed properties only)	Should you require us to attend legal proceedings for any matter our hourly rate including VAT will be charged from leaving our office to arriving back at our office.	<p>£72 per hour</p> <p><u>FREE with Full Managed Plus</u></p>
Management of Major Works in excess of £1200 (Available on managed properties only)	Should you require us to arrange and manage any works costing in excess of £1200 we will charge a fee to cover our time and costs	<p>10% + VAT of total cost of works</p> <p><u>Free with Full Managed Plus</u></p>
Empty Property Visits	Should you require us to visit empty properties to carry out a visual inspection, upon your request will arrange for a member of staff to visit. Quite often we are visiting empty properties carrying out viewings anyway, but over Winter periods, quite often insurers expect a weekly report when a property is empty.	£30 per visit upon request
Annual Tax Statements	Should you require us to produce an annual tax statement for your accounts	£25 + VAT

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As a landlord I am very happy with the level of service Belvoir provide. They have full management of my properties. I would not hesitate to recommend. Mrs N (All Agents.co.uk)



Belvoir NuL have acted as letting agents for my student rental for several years and have always acted in a professional manner. Their service has never given me reason to complain and all issues raised have been dealt with in a timely manner. I would be happy to recommend them to anyone looking for a letting agent.

Jos (All Agents.co.uk)



Very friendly, professional staff. Always ready to answer questions when needed. Quick turnaround. Good long term tenants, well researched and checked - would definitely recommend to prospective landlords. Carol (All Agents.co.uk)



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