

Unit 4 Longford Local Centre West,
Horsbere Drive, Longford, Gloucester, GL2 9DH

Gloucester: 01452 348 208
Cheltenham: 01242 807 142

Landlord Information

INTRODUCING

Thomas & Thomas property

**ESTAS WINNERS TWO YEARS IN A ROW!
TAKE A LOOK AT WHAT WE'VE WON SO FAR...**


















At Thomas & Thomas property we specialise in the residential sales and rental market. We are 100% dedicated to you and your property and guarantee to offer that personal and friendly service. By Choosing Thomas & Thomas to let your property you can be sure you are dealing with property experts who have over 20 years' experience and who will always put you and your property first.

thomasproperty.co.uk

Thomas & Thomas Property Ltd | Reg Number - 09363695 | Vat Number - 242559403

FULL MANAGEMENT SERVICE

Our Fully Managed Service takes away all the worry your property can cause you throughout a tenancy.

-  Properties marketed nationally on four major web portals, Rightmove, Zoopla, Primelocation & On The Market
-  Social Media Advertising – Facebook & Instagram
-  Erection of a "TO LET" board
-  Full Reference checks to include, credit checks, employment/income checks, landlord/landlady references if applicable
-  All viewings are accompanied
-  Inventory to include photos & Check Out with report at end of tenancy
-  Property Inspections
-  Key handover
-  Detailed Account statements
-  Property Maintenance Management
-  All Tenancy Documentation provided to the tenant at start of tenancy
-  Arranging essential Gas Safety and Electrical Testing (If required)
-  Taking up references and credit checks on the prospective tenants
-  Registration of deposit – All documentation provided to tenant
-  Arrangement of any maintenance/essential checks ie Gas Safety Check, EICR, EPC

Fee Structure

Price











Monthly Management Fee

10% of the monthly rent, plus VAT

Tenancy Set Up Fee

£295.00 plus vat

TENANT FIND ONLY

-  Marketing on the three major property portals, Rightmove, Zoopla and Primelocation
-  Accompanying viewings
-  Finding suitable tenants
-  Arranging essential Gas Safety and Electrical Testing (If required)
-  Taking up references and credit checks on the prospective tenants
-  Taking payment of first month's rent and deposit
-  Preparing of tenancy agreements
-  Arranging an inventory and schedule of condition for the property (If required)
-  Provide tenant with bank details for future rental payments direct to landlord/landlady
-  Meet in the office on the day of check-in and issuing keys

Fee Structure

Price

Tenant Find Fee

75% plus vat, of the first month's rent due (Minimum fee £500.00 plus vat = £600.00)

Referencing Fees

£30.00 plus vat per tenant/guarantor, (£36.00)

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INVENTORY FEES

Property	Unfurnished	Furnished
Studio Flat	£90.00 plus vat (£108.00)	£100.00 plus vat (£120.00)
One Bedroom	£100.00 plus vat (£120.00)	£120.00 plus vat (£144.00)
Two Bedroom	£120.00 plus vat (£144.00)	£130.00 plus vat (£156.00)
Three Bedroom	£140.00 plus vat (£168.00)	£150.00 plus vat (£180.00)
Four Bedroom	£160.00 plus vat (£192.00)	£170.00 plus vat (£204.00)
Five Bedroom Plus	£200.00 plus vat (£240.00)	£250.00 plus vat (£300.00)

ADDITIONAL FEES (WHEN REQUIRED)

Service	Price
To provide a Gas Safety Certificate	£72.00 including VAT
To provide an Energy Performance Certificate (EPC)	£108.00 including VAT
To provide a Portable Appliance Test	£POA
To provide an EICR Safety Certificate	£POA
To provide a Legionella Risk Assessment	£120.00 including VAT
To provide an Inventory & Schedule of Condition	£POA
To provide a Check Out report	£60.00 including VAT
Deposit Protection arrangement fee	£60.00 including VAT
Additional property inspections	£42.00 including VAT
Deposit dispute management	£90.00 including VAT
To produce and serve a Section 21 and Section 13 Notice	£108.00 including VAT
To produce and serve a Section 8 Notice	£108.00 including VAT
To attend property for maintenance/gas check	per hour £42.00 including VAT
Project manage furnishings/refurbishment	10% of total work including VAT
To obtain proof of ownership from Land Registry	£12.00 including VAT
To attend court as requested	per ½ day £180.00 including VAT
To attend property with bailiffs	per ½ day £180.00 including VAT
Key cutting (plus cost of keys)	£12.00 including VAT
Annual Inland Revenue Tax Return for Overseas Landlords	£90.00 including VAT

If after expiry of the fixed term tenancy you wish for the tenant(s) to re-sign for a further fixed term, we can prepare the agreements, arrange for them to be signed by the tenants and forward copies onto all parties. **Renewal of Tenancy £150.00 plus vat (£180.00)**

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