Brennan and Chatterton Lettings
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LETTING SERVICES

Brennan & Chatterton Lettings offer a range of Letting services to suit your requirements. Please see the options below and decide which level of service best meets your needs and the level of involvement you wish to have.

OPTION 1 – **Tenant Find Service** – we will find you a Tenant and organise references. We will set up the Tenancy including preparing an Assured Shorthold Tenancy Agreement. Our one-off fee for this service is **£650 (including VAT)**.

OPTION 2 – **Rent Collection** – we will find a Tenant and co-ordinate, as per OPTION 1. Collect the rent on your behalf and communicate with the Tenant on account related matters. Our charges for this service are 9% of the rent (including VAT) plus a set-up fee of **£450 (including VAT)**.

OPTION 3 – **Managed Service** – This service includes Option 1 & 2 above plus we will deal with routine tenancy matters regarding routine maintenance, visits to the property, and all communications with the Tenant. Our charges for this service are 12% (including VAT) plus a set-up fee of **£450 (including VAT)**.

Ancillary Costs

- Deposit Registration Fee: £50 (including VAT).
- Inventory Condition Report: £100 (including VAT based on 1 bedroom) – an additional £20 per bedroom thereafter.
- Rent Guarantee Insurance: from £32 pcm.

Our terms and conditions detail the precise services encompassed in each option, but a general overview is set out below*: -

INCLUDED IN SERVICE LEVEL ✓	OPTION 1	OPTION 2	OPTION 3
VALUATION/ADVICE ON RENTALS	✓	✓	✓
LOCAL AND ONLINE MARKETING	✓	✓	✓
VIEWINGS ACCOMPANIED	✓	✓	✓
REFERENCING/RIGHT TO RENT CHECK OF APPLICANTS	✓	✓	✓
TENANCY TERMS NEGOTIATION	✓	✓	✓
ASSSURED SHORTHOLD TENANCY AGREEMENT	✓	✓	✓
TENANCY PACK PROVIDED TO TENANTS	✓	✓	✓
DEPOSIT REGISTRATION		✓	✓
COLLECTION OF RENT		✓	✓
RENT INCREASE NEGOTIATION		✓	✓
CHASING OVERDUE RENT		✓	✓
PROPERTY INSPECTION(S) AND REPORT			✓
TENANT COMMUNICATIONS			✓
COORDINATING MAINTENANCE ISSUES			✓
ARRANGING WEAR AND TEAR/DAMAGE REMEDIAL WORK			✓

Note: we cannot provide any advice or services in relation to: (i) health and safety matters, including, (without limitation) in relation to general hazards and / or gas, electrical, fire or water safety; (ii) financial or insurance matters (whether buildings insurance, landlord insurance or otherwise); and / or tax or legal matters.

*For the avoidance of doubt, in the event of any uncertainty, our terms and conditions shall prevail over this summary.