

### Let Only

This is the service to choose if you don't want to get involved in marketing and tenant selection, but are happy to manage the day to day running of the tenancy.

We will take care of making sure that you know what you have to do to get the property ready to let, finding you the right tenant as quickly as possible and, once everything is set up, handing them over to you.

#### The Let Only service includes:

- Expert valuation of your property and rental advice
- Guidance regarding your legal obligations as a landlord
- Preparing marketing materials and photographing the property
- Marketing your property both on and off line
- Arranging and conducting accompanied viewings on your behalf – we will never send a prospective tenant to view a property unaccompanied
- Interviewing & referencing prospective tenants and obtaining additional guarantees & references as needed
- Notifying utility companies of changes at the property
- Collecting deposit & first month's rent – these are transferred to you following any deductions
- Setting up the Standing Order for future rent payments
- Preparing and signing the Tenancy Agreement on your behalf
- Sending you a statement of account
- Liaising with your tenant at end of the initial period of tenancy to establish their plans

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