

Information for Tenants

There are no fees to tenants applying for properties in accordance with the Tenant fees act 2019

An application form must be submitted by all adults to be named on the tenancy agreement. Each tenant will be fully and jointly responsible for the rental payments and covenants of the lease relating to the property. We will also require proof of address i.e. utility bill, bank statement, driving licence or passport. Once satisfactory references have been obtained and the landlord confirms agreement to proceed, legal documents are prepared for signing, necessary safety certificates are carried out and when all monies due are paid and cleared the tenancy will commence.

For any additional information, clarification or confidential advice please contact us 01902 758111.

Information for Landlords

LANDLORD FEE CHARGES - Effective from January 2021

MANAGED SERVICE:

A charge of 10% (plus VAT) or 12% (including VAT) of the gross rent collected.

A Letting Fee, including marketing charges, amounting to the first month's gross rent (plus VAT), (subject to a minimum fee of £600.00 VAT)

- Property photographs
- To Let Board
- Advertising on Thomasharvey.co.uk, Rightmove and Onthemarket.com websites
- Accompanied Viewings
- Full credit checks, Right to Rent checks ü Inventory and property condition report
- Production of the tenancy agreement and signing on landlords behalf
- Overseeing the checking in process
- Collection and processing of the monthly rent from the tenants
- Property inspection reports every 6 months
- Automatic renewal of Electrical/Gas safety certification and EPC
- Lodging the deposit and dealing with the deposit registration
- Preparation and hand delivery of all Possession and Rent Increase notices
- Final checkout inspection and dealing with the return of the deposit

Should you dis-instruct Thomas Harvey Estate Agents, during the period that our Firm are acting on your behalf in securing Tenants and prior to any Tenancy agreed, or, suitable candidates being introduced, then you will remain liable for the marketing element, amounting to £250.00 plus VAT

NON MANAGED SERVICE: 'LET ONLY'

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Call **01902 758 111** Fax **01902 751 693** Web **www.thomasharvey.co.uk** Email **properties@thomasharvey.co.uk**

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