

Shropshire Lettings Fully Managed Service.

We will:-

- Visit your property to give impartial advice on rent expectation and information on the preparations required to make the property suitable for the rental market.
- Give specific advice on the letting, legal aspects of the letting, and general information on mortgage, tax, and insurance matters.
- Take photographs and details of the property to use for marketing purposes.
- Prepare property specifications for marketing.
- Place property details on the internet on at least 2 major portals.
- Search our extensive database of prospective tenants to try to match a tenant to your property.
- Erect a To-Let board.
- Unless otherwise arranged, carry out accompanied viewings at the property.
- Financial status, CCJs, employment and right to rent checks will be carried out on all prospective tenants.
- Draw up a barrister approved tenancy agreement.
- Draw up written and photographic schedules of condition of the property.

- Serve all required statutory notices and leaflets upon the tenants when they sign all of the documentation at our office prior to the commencement of the tenancy.
- Collect rental income and pay all rents to the Landlords nominated account by direct transfer, less any expenditure authorized.
- Email Landlords a monthly statement of accounts and provide annual statements for Landlords accountants for tax purposes.
- Carry out inspections of the property as agreed.
- Arrange, on the Landlords behalf, for any maintenance issues or emergency repairs at the property to be undertaken and dealt with by our regular tradesman.
- When the existing tenants give notice on their tenancy, we will re-advertise the property and seek new tenants to avoid any voids.
- Arrange for the rent guarantee insurance if required.

We are the only letting agent with a High Street window dedicated solely to lettings and details of your property will be placed in this, in the centre of town.

To find out more, register your details on our site, or please call the office on 01743 355 855. We would very much like to hear from you.