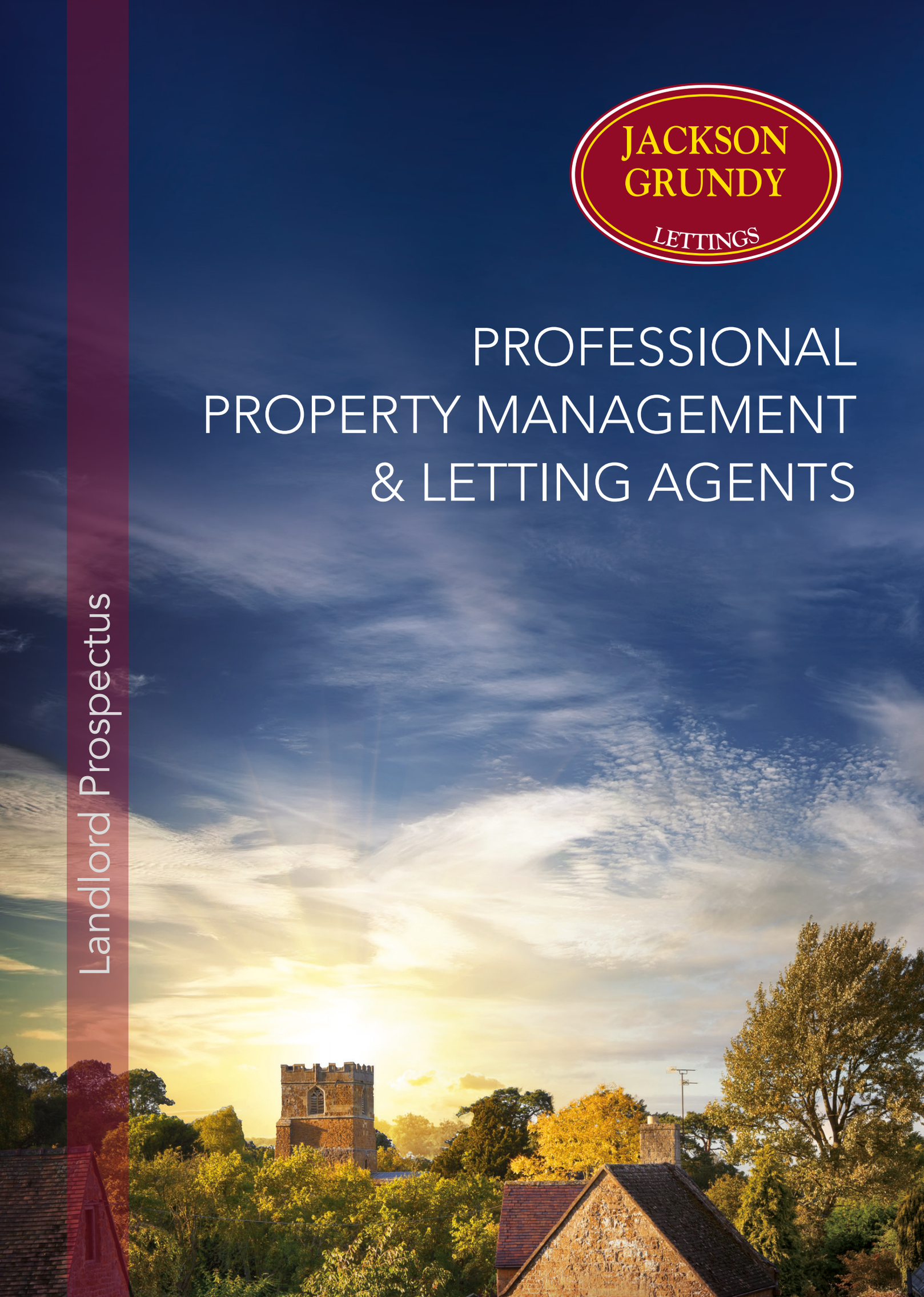
JACKSON GRUNDY
LETTINGS

PROFESSIONAL PROPERTY MANAGEMENT & LETTING AGENTS

Landlord Prospectus





Property Healthcheck

Before you start renting your property we will make recommendations to help attract the right tenant and best rent, e.g. grouting tiling, cleaning appliances, a fresh coat of paint, tidy gardens, etc. We'll also check that you have at least one working smoke alarm on each level, and a working carbon monoxide alarm in any room which has a fixed combustion appliance (excluding gas cooker).

We can also help you organise the mandatory inspections & tests that a landlord must carry out prior to the commencement of a tenancy; EPC, gas safety, electrical, portable appliance testing & Legionella risk assessment (as applicable and subject to additional charges). Thereafter, we'll ensure these are renewed on the appropriate dates.

Lastly, and unfortunately we can't do these for you, you will need to:-

Provide two complete sets of keys
Maintain buildings & contents insurance (as appropriate)
Notify insurance and mortgage providers (as applicable)
Register deposit (tenant find and rent collection only)

Property Furnishing

We recommend that all properties have modern kitchens, bathrooms and heating systems. Thereafter you can choose whether to let:-

Unfurnished carpets, curtains, light fittings and an oven.

Part Furnished as above, plus some main items of furniture.

Furnished all essential items of furniture and appliances, including sofas, tables & chairs, beds, wardrobes, kitchen white goods (please also leave/retain the manuals), kitchenware and gardening tools - all as appropriate for the property size and type.

We do not recommend leaving electrical items such as televisions, stereo equipment etc. in the property, noting that if any such items are left they will require annual PAT testing when they reach +3 years old.

It is also important to ensure that any supplied upholstered furniture meets all fire resistance requirements as defined in the The Furniture and Furnishings (Fire Safety Amendment) Regulations 1993. This means any headboards, mattresses, bed bases, soft furnishings, etc. in a furnished letting must have a fire resistant filling and match resistant cover fabric with both needing to have passed a cigarette resistance test.

Professional Standards

Established in 1998 we have over 20 years' experience in letting Northamptonshire properties and are also accredited members of the following professional bodies:-

ARLA Propertymark

ARLA Client Money Protection Scheme

The Property Ombudsman

Tenancy Deposit Service

All prospective tenants undergo strict referencing through a professional referencing company, the results of which are shared with you to help you decide on your preferred tenant.

We also offer our fully managed service Landlords rent guarantee and legal expenses insurance (additional costs apply) and a dedicated support team all of whom are experienced, friendly, well informed, honest and efficient.

Income Tax

Tax is payable to HMRC on rental income less allowable expenses such as letting agent fees, accountant fees, insurance, wear and tear repairs, etc.
For further guidance please visit
www.gov.uk/renting-out-a-property/paying-tax

UK Landlords

Your rental income and allowable expenses should be declared on your Self Assessment tax return.

Overseas Landlords

If you live abroad for 6 months or more per year, you're classed as a 'non-resident landlord' by HMRC even if you're a UK resident for tax purposes.

If you want to pay tax on your rental income through Self Assessment, you will need to complete form NRL1 in order for HMRC to provide the letting agent with an exemption certificate.

Alternatively, your letting agent will deduct basic rate tax from your rent (after allowing for any expenses they've paid) and provide you with a certificate at the end of the tax year saying how much tax they've deducted.
Further guidance from HMRC is available at
www.gov.uk/tax-uk-income-live-abroad/rent

Service Levels

We offer three tiers of service; Tenant Find, Rent Collection and Fully Managed. In brief these provide the following main service aspects:-

Tenant Find
Property Healthcheck, Marketing, Accompanied Viewings, Referencing & Tenancy Agreement

Rent Collection
Property Healthcheck, Marketing, Accompanied Viewings, Referencing, Tenancy Agreement, Rent Collection & Processing, Arrears Chasing

Fully Managed
Property Healthcheck, Marketing, Accompanied Viewings, Referencing, Tenancy Agreement, Rent Collection & Processing, Arrears Chasing, Inventory, Deposit Collection & Registration, Property Inspections, Maintenance & Repairs Coordination, Notifying Utility Service Providers, Serving Notices

Our Charges (inclusive of VAT)

	Tenant Find	Rent Collection	Fully Managed
Set Up Fee	£500	£475	£450
Monthly Fee	N/A	7%	12%
Market Appraisal	✔	✔	✔
Property Healthcheck	✔	✔	✔
Advertising	✔	✔	✔
Accompanied Viewings	✔	✔	✔
Tenant Referencing	✔	✔	✔
Tenancy Agreement Preparation	✔	✔	✔
Inventory – 1 Bedroom Property	£150	£150	✔
Inventory – 2 Bedroom Property	£180	£180	✔
Inventory – 3 Bedroom Property	£210	£210	✔
Inventory – 4 Bedroom Property	£250	£250	✔
Inventory – 5+ Bedroom Property	£280	£280	✔
Right to Rent Checks	£50 per tenant	£50 per tenant	✔
Rent Collection & Processing	-	✔	✔
Chasing Arrears	-	✔	✔
Repairs & Maintenance Coordination	-	-	✔
Property Inspections	-	-	✔
Notifying Gas, Electricity, Water & Council Tax Providers	-	-	✔
Serving Notices	£90	£90	✔
EPC	£90	£90	£90
Gas Safety Certificate	£120	£120	£90
Electrical Installation Condition Report	£210	£210	£180
Legionnaires Risk Assessment	£90	£90	£90
PAT Testing (up to 20 items)	£90	£90	£90
Supply & Install Smoke Alarm(s)	£90	£90	£90
Supply & Install Carbon Monoxide Detector(s)	£96	£96	£96
Deposit Collection & Registration	-	-	£4.80 per month
Renewal Negotiations	£150	£150	£100
TDS Dispute Processing	£240	£240	£75
Rent Guarantee Insurance – 12 Month Policy	-	-	POA
Additional Property Visits	-	-	£60
Obtaining 3 or more Contractor Quotes	-	-	£30 per quote
Insurance Claims Handling	-	-	£150
Paper Statements	£4.20 per statement	£4.20 per statement	£4.20 per statement
Cheque Payment	£10.00 per cheque	£10.00 per cheque	£10.00 per cheque
Termination Charges			
Withdrawal Fee (after tenant application)	N/A	N/A	£600
Termination Fee (if tenant remains in property)	N/A	N/A	1 Months' Rent
Tenant Property Purchase (via Jackson Grundy)	1.5%	N/A	1.5%
Tenant Property Purchase (other agent)	1.8%	n/a	1.8%

Innovative Marketing

We believe our marketing coverage is unrivalled in Northamptonshire. Alongside innovative social media content and portal live feeds, highlights include:

Bespoke website jacksongrundy.com with responsive mobile site

High profile branches in Northampton and Daventry open 6 days a week

Full colour PDF property details

Distinctive oval shaped 'To let' boards



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