

LETTING AGREEMENT

The Landlords appoints THE PROPERTY MANAGEMENT GROUP LTD
T/A **home for you** (THE AGENT) to be his/her LETTING AGENT for the property.

To enable the Agent to perform its duties efficiently the Landlord appoints the Agent to execute on his behalf the following :

THE AGENT:

- To Market and advertise the property through local newspaper, internet, corporate companies etc.
- Carry out accompanied viewings
- Undertakes to find suitable tenants for the property.
- To obtain references,
- To draw up a 6 month Assured Shorthold Tenancy Agreement as agreed with the Landlord and in line with current legislation
- To collect initial rent in advance and deposit
- Hand over key to the tenants
- Inform utility companies of new tenants and date of occupation

THE LANDLORD CONFIRMS:

- To grant permission to the agent to let the property on their behalf
- Not to appoint any other letting agent without advising Home For You in writing.

I/we
(please give full names of all owners – this is required for tenancy agreement)
confirm that I/we give full permission to Home For You of 362 Gloucester Road, Horfield, Bristol, BS7 8TP to market, advertise and let the property:

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at a rent of (note agent may alter rent to match market). I agree to pay the fee of £..... I have paid £99.00 on signing of this authority and understand the balance of £..... Will be deducted from payment due to me. The deposit will be held by the agent and I will be charged an annual fee of £..... for this service. I/we will not appoint another agent without first advising you in writing.

Landlord	Agent
Signed	Signed
Print name	Print Name
Date	Date

SUMMARY OF SERVICES LET ONLY SERVICE

- Initial inspection of property
- Take photographs for advertising and marketing
- Advise on rental value and periodic revisions
- Advise on fixtures, fittings, furnishings and equipment required in the letting
- Advertise (local press)
- Market property (large local companies)
- Internet advertising
- Organise accompanied viewings
- Find suitable tenants
- Obtain references for prospective tenants (minimum 2)
- Preparation of Tenancy Agreement
- Arrange for you to meet tenants prior to commencement of tenancy (if required)
- Inform gas, electricity, council tax and water companies when tenants move in
- Arrange specialised Landlord insurance (if required)
- Provide information and advise on:
 - Gas (CORGI) certificate
 - Electrical (NICEIC)
 - Portable appliance testing (PAT)
 - Deposits (TDS)
 - Specialised landlords insurance