



PENNINGTON

PROPERTY LETTING | MANAGEMENT | SALES

# Pick & Mix Services

We are pleased to offer a new suite of services tailored specifically for landlords who prefer to manage their property themselves, but who may be interested in help on some aspects of the letting process.

Listed below are our standard services and as it says you can simply pick and mix any of the options, as and when required.



## Pick & Mix Services

<b>Property Marketing:</b> Preparing property photos, video and description, floor plans and virtual tours. Drone footage is also available on request. Full marketing of the property across portals and on the Pennington website.	From £210.00  Plus drone footage from £60.00
<b>Property Viewings:</b> Options include conducting viewings at the property with all prospective tenants on behalf of the landlord or passing on all enquiries for the landlord to take it from there.	£120.00/hour
<b>Tenant Checks:</b> Right to Rent checks (per application). Tenant and/or Guarantee Referencing (per application).	£80.00/single person £150.00/couple
<b>Deposit Registration - Tenancy Deposit Scheme:</b> Register landlord and tenant details and protect the security deposit with a government-authorised Tenancy Deposit Scheme. Provide the tenant(s) with the Deposit Certificate and Prescribed Information within 30 days of start of tenancy.	£120.00  Plus £30.00 per year
<b>Rent Collections:</b> Collect and remit monthly rent received. Rent arrears chased where required.	6% of rent
<b>Property Inspections:</b> Routine inspections during tenancy. Additional agreed inspections. Charged per inspection.	£60.00 per inspection  Ask about our discount for a package of inspections
<b>Additional Property Visits:</b> To attend for specific requests such as neighbour disputes; if more visits are required to monitor the tenancy; or for any maintenance work.	From £60.00 per visit
<b>Inventories:</b> Dependent on the number of bedrooms and/or size of the property and outbuildings.	From £60.00
<b>General Lettings Advice, Health Check and Compliance:</b> Detailed information towards letting your property and ensuring that you are fully compliant with all aspects of legislation.	£120.00
<b>Gas Safety:</b> By law landlords must carry out an annual gas safety check and provide tenants with a copy of the record of that check.	£150.00

## Pick & Mix Services (Cont)

<b>Electrical Installation Condition Report (EICR):</b> A legal requirement to ensure every fixed electrical installation is inspected and tested at least every five years by a qualified person. It is the responsibility of agents/landlords to ensure that any inspectors hired to issue an electrical installation condition report (EICR) hold the correct qualifications and are competent to carry out the inspection.	From £180.00
<b>Energy Performance Certificate (EPC):</b> An EPC is needed whenever a property is rented and must be in place before a property is marketed. As an agent or landlord, you must be able to show prospective tenants an up-to-date EPC.	£90.00
<b>Organisation and Management of Maintenance Works:</b> Instruct contractors; obtain quotes and organise repairs replacement/ cost of any broken or missing items.	Maintenance management from £180.00
<b>Rent Review:</b> Review rent in accordance with current prevailing market condition and advise the landlord. Negotiate with tenant and set up new payment change as appropriate. Update the tenancy agreement and serve Section 13 legal notice if tenancy is on a rolling periodic tenancy.	£180.00
<b>Renewal:</b> Contract negotiation, amending and updating terms and arranging a further tenancy and agreement. (Excludes amending Inventory and Deposit Scheme requirements).	£250.00
<b>Checkout:</b> Agree check out date and make appointment time. Negotiate with landlord and tenant any disbursements of the security deposit. Instruct contractors; obtain quotes; organise repairs/replacement/cost of any broken or missing items. Return deposit as agreed with landlord and tenant to relevant parties. Liaise with Tenancy Deposit Scheme (TDS) regarding any disputes. Formally end tenancy with TDS.	From £300.00
<b>Final Inspection and Negotiations:</b> Pre-final inspection to give tenant advice on anything that needs to be done before they leave. Final inspection checking the inventory and updating the landlord.	From £150.00
<b>Serving notice from landlord to tenant:</b> Providing all required documentation in accordance with legislation.	£180.00

All prices inclusive of VAT

We can also offer additional services on a bespoke basis, plus we always have our fully managed option too, so let us know if you have any questions.

## To Find Out More About Pennington Pick and Mix Services

Call us:

**01394 337590**

Email us:

**info@pennington-online.co.uk**



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