

<i>We offer three services in our lettings department: Let Only, Full Management, and Full Management Plus — our most comprehensive offering, which adds a professional inventory and Homelet rental insurance as standard.</i>	Let Only	Full Management	Full Management Protect
Advertising and marketing of property	✓	✓	✓
Professional tenant referencing (provided by HomeLet)	✓	✓	✓
Right to Rent checks	✓	✓	✓
Deposit collection	✓	✓	✓
Arranging EPC	✓	✓	✓
Arranging GSI	✓	✓	✓
Arranging EICR	✓	✓	✓
Preparing new tenancy and agreements	✓	✓	✓
Rent collection <i>(including chasing any rent arrears)</i>		✓	✓
Monthly statements		✓	✓
Annual financial statements provided on request		✓	✓
Follow up Right to Rent checks		✓	✓
6-monthly property inspections		✓	✓
Local authority notification of tenancy		✓	✓
Tenants receive “Guide for Tenants” pamphlet		✓	✓
Minor repairs arranged and completed		✓	✓
Estimates for more complex repairs provided		✓	✓
Out-of-hours maintenance <i>(Available for issues such as leaks and no heating/hot water)</i>		✓	✓
Property certificate checks and reminders		✓	✓
Maintenance logs/history kept on the property		✓	✓
Management of property whilst vacant <i>(including weekly vacant property checks)</i>		✓	✓
Re-letting of the property if/when vacant		✓	✓
Standard check-in/check-out service		✓	✓
Advice on deposit deductions		✓	✓
Key holding service		✓	✓
Organising professional cleaning		✓	✓
Legal notices served <i>(With assistance on the legal process and solicitors)</i>		✓	✓
Rental insurance included <i>(Up to 24 months' arrears and legal cover)</i>			✓
Professional inventory carried out			✓