

# Our Services **ESSEX** PROPERTIES

	<b>BRONZE</b>	<b>SILVER</b>	<b>GOLD</b>
FULL CONSULTATION	✓	✓	✓
FULL EXPERT VALUATION	✓	✓	✓
PROPERTY PHOTOGRAPHY	✓	✓	✓
ONLINE MARKETING	✓	✓	✓
NEW TENANT NEGOTIATIONS	✓	✓	✓
VIEWINGS	✓	✓	✓
TENANT REFERENCING	✓	✓	✓
TENANT CREDIT CHECKS	£80 Per Check	£50 Per Check	£30 Per Check
LEGAL COMPLIANCE SURVEY	✓	✓	✓
PREPARATION OF AGREEMENTS	✓	✓	✓
INVENTORY OF PROPERTY	✓	✓	✓
TENANCY SIGNING & CHECK-IN	✓	✓	✓
DEPOSIT HOLDING & INSURANCE	✓	✓	✓
UTILITIES & COUNCIL TAX	✗	✗	✓
PROPERTY INSPECTIONS	✗	3 Per year	4 Per year
PROPERTY REPAIRS & MAINTENANCE	✗	✓	✓
LEGAL COMPLIANCE RENEWALS	✗	✓	✓
CONTRACT RENEWALS	60% Admin charge	50% Admin charge	✓
DEPOSIT INSURANCE RENEWALS	£50	£50	✓
TENANCY TERMINATION NOTICES	£50	£50	✓
FINAL CHECK-OUT & INSPECTIONS	£70	£50	✓
DEPOSIT RELEASE NEGOTIATIONS	£70	£50	✓
EVICTION & PROCEEDINGS	20% Charge	10% Charge	5% Charge
INITIAL CHARGE	1 months rent	1 months rent	NO INITIAL CHARGE
MONTHLY CHARGE	No Monthly Charge	10% Per month	20% Per month

# **GOLD**

# **ESSEX PROPERTIES**

Our most popular service amongst clients, our **GOLD SERVICE** offers value for money allowing our clients to receive **NO UP FRONT CHARGES**. This package incorporates all aspects of the lettings and management service allowing you to sit back, relax and enjoy the revenue knowing that your investment is well looked after and will continue to increase in value over the years.

### **Some advantages of this package**

- ◆ Extensive marketing and photography of your property on a multitude of various property search engines & websites.
- ◆ Full vetting and referencing to all potential applicants further safeguarding your property against problem tenants.
- ◆ Keeping your property up to date with the latest legislative changes and providing any regulatory body with the paperwork when required.
- ◆ Compiling and completing all relevant paperwork and compliance documents, ensuring your property is protected at all times.
- ◆ Contacting all utility companies and providing them with the details and forms required to ensure all bills are paid by the correct party and meter readings are all logged.
- ◆ We act as the first point of contact for your tenants and handle all repairs and negotiations on your behalf to satisfy both tenants and landlord.
- ◆ Once the tenancy has ended, there is no need to do anything. We keep you informed at every stage but will handle the check out inspections, deposit release and finding you a new tenant quickly & efficiently .

### **NO UP FRONT CHARGES**

**MONTHLY CHARGE: 20% OF THE RENTAL VALUE**

\*All fees are subject to Value Added Tax

# **SILVER**

# **ESSEX PROPERTIES**

For the Landlords who wish to be more involved with their property, we offer our **SILVER SERVICE**. Many of our clients prefer the hands on approach. This service allows you to feel confident that the legal paperwork and compliance certificates are in place at all times giving you peace of mind that you are safe and protected. This excellent package allows you to have an active role in the management of your property and provides you with discounted prices on additional services you may wish to try in the future.

### **Some advantages of this package**

- ♦ Extensive marketing and photography of your property on a multitude of various property search engines & websites.
- ♦ Full vetting and referencing to all potential applicants safeguarding your property against problem tenants.
- ♦ Keeping your property up to date with the latest legislative changes and providing any regulatory body with the paperwork when required.
- ♦ Triannual inspections of your property during the tenancy to safeguard against any potential or future damage and ensure it is being used in the correct manner.
- ♦ Essex Properties are regulated, audited and insured to act as the custodian for all deposits. This means that we are able to hold all deposits under any approved schemes adding further security to your property should the tenants decide to vacate.
- ♦ We take care of the day to day management and remain the first point of contact for your tenants, allowing you to enjoy your revenue hassle free.
- ♦ Reduced costs on any additional services that you may decide to try.

**INITIAL FEE: 1 MONTHS RENT**

**MONTHLY CHARGE: 10% OF THE RENTAL VALUE**

\*All fees are subject to Value Added Tax

With costs forever increasing in the market, our hands on clients can benefit from our **BRONZE SERVICE**. This package provides you with comfort and security knowing that your tenants have been thoroughly referenced and that they have all required paperwork for their tenancy. All that remains is the day to day management and rent collection for you to maintain. At such great value, our bronze service is an efficient and simple solution

### Some advantages of this package

- ♦ As with all of our services, your property receives full extensive marketing throughout numerous property search engines and we handle all enquiries, negotiations and viewings on your behalf.
- ♦ Each applicant is vetted in house and will be subject to employment and current landlord references, offering you security and peace of mind.
- ♦ Your property will receive a full compliance review to ensure it meets the correct criteria prior to agreeing a tenancy. Having many approved and vetted contractors available for any jobs that are needed in your property.
- ♦ Having tried and tested methods with over 39 years experience, we prepare and agree all contracts, notices and paperwork necessary to safeguard you. Our friendly and experienced team provides an excellent service to any new tenants, making them feel welcomed to the property which often results in tenants staying with us long term.
- ♦ Essex Properties are regulated, audited and insured to act as the custodial for all tenant deposits. This means that we are able to hold all deposits under any approved schemes which adds further security to your property should the tenants decide to vacate.

**INITIAL FEE: 1 MONTHS RENT**

**NO MONTHLY CHARGE**

\*All fees are subject to Value Added Tax