

INTRODUCTION SERVICE

This is our unique and tailored service for landlords who prefer to manage their own properties.

Our service includes:

1. Advertising the property
2. Conducting accompanied viewings
3. Referencing the tenants
4. Preparing the contracts
5. Collect deposit and first month rental income
6. Checking tenants into the property

Our consultants will advise on the fee as costs vary according to type of property.

GENERAL INFORMATION IN LETTING

We recommend you make arrangements with the post office to forward mail to you from the day your property is vacant.

Please note all income is taxable and it is your responsibility to declare your income to the Inland Revenue.

If your property is leasehold you will still be responsible for any maintenance charges or ground rent. Freehold properties are normally free of such charges.

Your tenant will be responsible to pay all utility bills i.e. gas, electric, council tax, water etc.

All gas appliances in your property require a current gas safety certificate which can be issued by a CORGI registered contractor. We will be only to pleased to arrange this for you.

An electrical safety certificate for your property should be obtained.

Safety Regulations

Be aware of health and safety legislation

The Gas safety regulations 1996

The Electrical equipment regulations 1994

The furniture and furnishing regulations 1988

Smoke alarms are compulsory in all properties built since 1993. Eastbourne Lettings recommend that all properties are equipped with smoke alarms.

Having your property insured is essential. Most building insurance policies are normally only valid when the policy holder occupies the premises. We can offer you a competitive comprehensive building insurance policy, underwritten by a major insurance company even though you have a tenant residing there. We would be only to pleased to provide further information, should you wish to take advantage of this service.