



Genuine family run business since 2008

Landlords Information Pack

***There are no fees for joining with us.**

If you have an empty property we will carry out the necessary checks to find out if your property needs anything in order to bring it up to a rentable standard. We advertise all of our available properties not only on our website but also with **On The Market**.

Our job is to save you all the hassle that comes with renting properties. We will advertise and find the right tenant for you, as well as managing the property, making sure the rent is paid and the property is looked after by the tenants. We deal with all council, utilities and water bills when the property is empty. Even though tenants are liable for such bills when living there, we ensure that all information is kept up to date.

We are in place to act on your behalf to do what is best for the property and look after your investment(s).

**Properties that already have sitting tenants will incur an administration fee.*

- **Our Tenancy Finding Fee is £350 per property.**
- **We only charge 10% of the rent for each property.**
- **There are no fee's from us while your property is empty.**
- **You will receive a monthly statement.**
- **We organise all Contractors on your behalf.**

All Estate, Lettings and
Property Management
Agents MUST join a
Government Authorised
Consumer Redress
Scheme.

We are affiliated with



Empty Properties

You will incur NO fee's from us while your property is empty, however you will have the usual deductions such as council tax, utility bills and if applicable, service charges & ground rents etc. All of which we still take care of on your behalf.

Monthly Statements

Each landlord will be provided with a monthly statement at the beginning of every month that covers the period of the previous month. This includes the rents and deductions that have accumulated for that month. Your statement is followed with a bacs payment of your total profit.

Maintenance

Maintenance issues that arise will be dealt with promptly if the price is under £250. If, however the cost of the job is higher than £250 we will contact you in order to get your consent before going ahead with the issue. Contact between ourselves and the landlord is essential in order to deal with maintenance efficiently, especially when a tenant is involved. So we appreciate being kept up to date whether your information has changed or if you will be unreachable for a while.



Tenancy Finding Fee

We charge £350 for a tenancy finding fee. This covers the cost of advertising, numerous viewings and all the paperwork that comes with obtaining a tenant for the property, and as well as the move in day appointment, it also includes the move out appointment when the time comes. **Properties that are out of a 20 mile radius of Chester Le Street will be charged £480 due to the distance and travelling time.*

We ensure that credit checks and referencing are carried out on all potential tenants and guarantors using HomeLet.

Other Agents

Unfortunately we do not work alongside other agents as it can cause confusion and disruption. This job isn't a competition for us, we strive on family values and only want what is best for your investment.

We aim to find good, respectful tenants and at the same time help the tenants find a welcoming home with agents who treat them like real people and not just an income.

We have a comprehensive maintenance service available for any properties that need work.

Although we use external contractors to carry out the different aspects of work that may be required, whether tenanted or vacant, they are overseen and organised by our in-house Contracts Manager, Simon.

Our experienced team are efficient and more than happy to provide free quotes, but you are not obligated to use our contractors.

So whether you just want your newly purchased property cleaned before you move in, or you want a full overhaul and refurbishment ready to rent, please feel free to contact us for prices.

Services we can arrange:

- Plastering
- Plumbing
- Electrical
- UPVC Work
- Roofing
- Joinery
- Painting & Decorating
- Flooring
- Gardening
- Drainage
- Property Clearance
- Cleaning
- General 'handyman' type tasks
- Gas Safety Certificates (CP12)
- Energy Performance Certificates (EPC)
- Electrical Installation Condition Reports (EICR)

Please visit our website for more information.

www.skpmanagement.co.uk

You can also find us on:



Feel free to contact us to discuss joining our team.

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