

Residential Lettings Services and Charges



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FULL MANAGEMENT

Services

- Property Inspection and Rental Value advice
- Market the property to attract prospective tenants
- Interview and assess suitability of prospective tenants
- Carry out Credit and financial checks and where necessary guarantor references through landlord association referencing service. Acceptance of this will result in an initial 6 month rent guarantee
- Prepare tenancy agreements and any other necessary documentation and arrange the signing
- Accept and hold a tenants deposit against dilapidations (minimum of one months rent unless stated otherwise)
- Prepare an inventory including full colour photos
- Notify utilities of change of tenants, establish council tax in occupiers name
- Collect rents, account to you on a monthly basis on the 15th of the following month direct to your bank/building society
- Receive reports from the tenants with regard to maintenance and repair issues, and instruct tradesman/yourself to carry out repairs.
- Confirm the maintenance and repairs have been carried out are satisfactory, and payments will be made on your behalf from rental income received
- Make quarterly inspections of the property
- Check out the tenant at the end of the tenancy, and carry out a dilapidation assessment with the tenant in attendance and make such deductions as in our opinion necessary from the tenants deposit in order to compensate you. Fair wear and tear disregarded.

TENANT FINDING ONLY

Services

- Property inspection and rental value advice
- Market the property in order to attract prospective tenants
- Interview and assess suitability of prospective tenants
- Recommend suitable tenants having obtained successful references and credit checks
- Prepare tenancy agreement and any other necessary documentation and arrange signatures
- Collect the first months rent and deposit

RENT COLLECTION ONLY

Services

- Property Inspection and Rental Value advice
- Market the property to attract prospective tenants
- Interview and assess suitability of prospective tenants
- Carry out Credit and financial checks and where necessary guarantor references through landlord association referencing service. Acceptance of this will result in an initial 6 month rent guarantee
- Prepare tenancy agreements and any other necessary documentation and arrange the signing
- Accept and hold a tenants deposit against dilapidations (minimum of one months rent unless stated otherwise)
- Prepare an inventory including full colour photos
- Notify utilities of change of tenants, establish council tax in occupiers name
- Collect rents, account to you on a monthly basis on the 15th of the following month direct to your bank/building society

