



Landlords Guide To Our Letting & Management Services

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www.homeletsandsales.co.uk



Welcome to Homelets & Sales

Homelets & Sales are one of Bradford's leading independent lettings, property management and sales agents.

We have been trusted by landlords and clients since 1989 to carefully sell, let and manage literally 1000's of properties of all types in all areas of Bradford. Family run, fast and friendly our landlords and clients benefit from our personal approach and wealth of experience, making the process of letting or selling your property as easy and worry free as possible.

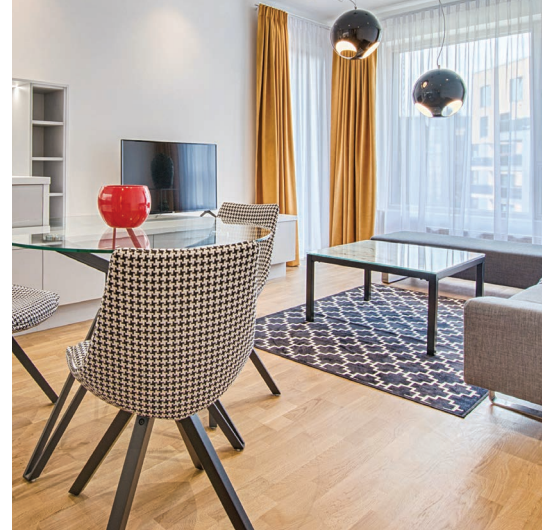
For our landlords we also offer a Rent guarantee and legal expenses insurance for complete peace of mind.

We will sell or let your property quickly using 1st class marketing via :-

Our own very popular high ranked website with automated 24/7 live tenant and buyer mailing list.



Matterport professional 360 degree virtual tours and videos
Professional photos and floorplans.



We also use the latest semi-hybrid and online technology to include :-

-  The ability to book online viewings and valuations 24/7
-  Property file client log in to access 24/7 online viewings feedback, accounts, repair reporting, lettings and sales progression and a host of other

Meet the team



Zoran Karagic
Proprietor - 33 years
experience
and counting!!



Cara Karagic
Property Consultant -
11 years experience.



Jnr Karagic
Property manager
/ Valuer - 11 years
experience.



Sam Karagic
Maintenance operative
- 8 years experience



Betsy Hinchcliffe
Company viewer
- 2 years experience

Please contact us now without any obligation for our personal free expert advice and to see why

"Your Property Is Our Priority"

For your protection we also hold professional indemnity and client money protection insurance are also members of :-



SUMMARY OF OUR LANDLORD SERVICES

	TENANT FIND LET ONLY	FULLY MANAGED
INITIAL INSPECTION OF THE PROPERTY TO FACE OR VIRTUAL	✓	✓
RENTAL VALUATION FACE TO FACE OR VIRTUAL	✓	✓
MARKETING TO FIND THE BEST TENANT	✓	✓
ACCOMPANIED VIEWINGS / VIRTUAL VIEWINGS	✓	✓
ONLINE 24/7 LANDLORD UPDATES FOR ALL VIEWINGS	✓	✓
ONLINE APPLICATIONS TO LET THE PROPERTY	✓	✓
LEGAL DOCUMENTATION	✓	✓
E - SIGNING OF ALL DOCUMENTATION	✓	✓
REGISTER THE TENANTS DEPOSIT		✓
INVENTORY		✓
OPTIONAL RENT GURANTEE INSURANCE		✓
RENT COLLECTION		✓
STATEMENTS OF ACCOUNT		✓
ONLINE 24/7 TENANCY MANAGEMENT -		✓
INSPECTIONS OF THE PROPERTY		✓
MAINTENANCE WORK		✓
ONGOING HEALTH SAFETY AND LEGAL UPDATES		✓
RE-LETING OF THE PROPERTY		✓



Fees

Please contact our office for up to date details of our very competitive fees for landlords.

-  **TENANT FIND / LET ONLY SERVICE** i.e where the client is responsible for management of the property our charges are a one off fee of £ [] deducted from all initial rents received.
-  **FULLY MANAGED SERVICE** - an initial letting fee is payable of £ [] taken from initial rents received from the tenant. Our charges thereafter is a management commission of % [] of the monthly rent received.
-  **RENT GUARANTEE AND LEGAL EXPENSES INSURANCE** - an additional monthly charge is paid directly to the insurers of % [] of the monthly rent received.

Note all charges are plus V.A.T.

OUR TENANT FIND / LET ONLY SERVICE IS AS FOLLOWS :-



INITIAL INSPECTION OF THE PROPERTY

(either face to face or virtual)

This is undertaken by one of our experienced managers who will assess the property and advise on all aspects of letting your property through HomeLets & Sales without any obligation whatsoever to include advice on :-

Types of tenant would suit the property, furnishings that may or may not be required, mortgagors approvals, any improvements that may be required, health and safety regulations, fire regulations and all safety certification to include :- Gas safety certification, Electrical Installation Condition Report, Energy performance certificates

Please see our Landlord Guide to preparing the property and Landlord guide to safety requirements.



RENTAL VALUATION

(either face to face or virtual)

This is undertaken in line with other similar properties in the area and using our experience will ensure that the rent you require is not too high where it may take some time to let your property or too low where rent monies are lost. Market conditions always change and we know what rent will be correct.



ACCOMPANIED VIEWINGS / VIRTUAL VIEWINGS

Tenants are normally shown around the property and be accompanied by a representative of HomeLets & Sales. We also have tenants who will let a property simply by viewing our 360 degree online virtual tour of the property. Yes - the quality is that good.



ONLINE 24/7 LANDLORD UPDATES FOR ALL VIEWINGS

Viewings feedback, lettings progression and documentation via our landlord property file portal.



ONLINE TENANCY REFERENCING

Full referencing is carried out on the tenants via our online tenancy application form to include employment, financial, previous landlord, character and other personal checks. The landlord is always informed before making a decision to let their property to a tenant and we will help you select the best possible tenant. The tenant may also be credit checked and will also be suitable for a separate rent guarantee insurance policy if required by the landlord as part of the managed service.



LOCATING THE BEST TENANTS

Using our 30+ years experience we expertly and proactively find suitable, fully referenced tenants very quickly and invest heavily in having the most modern and effective marketing to let your property via :-

Our reputation as an established presence in the Bradford property market since 1989
Well established links to local businesses and organisations requiring properties to let built up over 30 years. 24 hour extensive ongoing daily enquiries from prospective tenants with an extensive live tenant waiting list Automated tenant register and e mail alerts for new property via our own modern website. Full extensive marketing on internet portals to include our own popular website, Facebook, Zoopla, prime location and On the market.

Attractive To Let Board, floorplan, modern brochures
360 degree best quality matterport virtual tour, videos and professional photos.



E - SIGNING OF ALL LEGAL DOCUMENTATION

On locating satisfactory tenants we will arrange to e sign all legal documentation to include a 6 month assured shorthold tenancy agreement, right to rent leaflet and all safety certification. We will also arrange for the transfer of all advance rent and returnable deposit monies to the landlord. Note we will help the landlord to register the deposit in their own scheme. If we manage the property we will hold and register the deposit in the government scheme TDS (The Tenancy Deposit Scheme).

OUR MANAGEMENT SERVICE IS AS FOLLOWS :-



REGISTER THE TENANTS DEPOSIT

We register the tenants deposit in the Tenancy Deposit Scheme



INVENTORY

An e-sign detailed inventory of the condition and contents of the property to include photos is recorded for future reference. This is done to safeguard any future disputes which may occur



OPTIONAL RENT GUARANTEE & LEGAL EXPENSES INSURANCE

This is a great way for Landlords to have complete peace of mind. This will cover the landlord for tenants:- not paying rent, refusing to leave the property and other disputes which may occur. We can also offer a legal expenses policy only if required.



RENT COLLECTION

All rents are then collected by HomeLets & Sales and are normally paid to the clients bank on the 15th day of each month.



INSPECTIONS OF THE PROPERTY

Periodic inspections will be carried out as and when required.



MAINTENANCE WORK

If Maintenance work is required HomeLets & Sales have a team of professional tradesmen on 24hr call out to deal with everyday and emergency repairs quickly and effectively. Approval is always sought from the client before work is carried out except in some emergency cases. Tenants report repairs online via our website showing full description and photos of the repair.



HEALTH, SAFETY & LEGAL UPDATES

The lettings industry is constantly changing with new regulations and legislation being brought out at regular intervals and can be an absolute minefield if you're not fully up to date. We let you know because your property is our priority.



STATEMENTS OF ACCOUNT

A full detailed statement is normally e mailed every month, with all accounts computerised and detailed. Landlords can also log into their property file account to see statements at any time 24/7.



RE-LETTING OF THE PROPERTY

Whilst the property is under the management of HomeLets & Sales should the tenant give notice to vacate we will re-market the property for re-let and will also conduct a final inspection of the property where if everything is in order the tenants deposit will be returned. The landlord will be kept informed at all stages.



ONLINE PROPERTY FILE 24/7 TENANCY MANAGEMENT

HomeLets & Sales will manage the property on behalf of the client performing various management duties and will handle all general tenant enquiries on the clients behalf and will inform the client of any issues which may occur.

We also have an online portal, property file where various management information may be viewed by the client online 24/7.

The next step - please do not hesitate to contact our office at any time for any advice that you may require and your free no obligation virtual or face to face rental valuation.

"Your Property Is Our Priority"



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arla
propertymark


NAEA
National Association of
Estate Agents

CMP
Client Money Protect

 safeagent

 **TDS**
Tenancy Deposit Scheme
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