

Range Homes Residential Lettings & Management



Terms & Conditions

Lettings & Management Agreement

LETTINGS TERMS & CONDITIONS TO THE LANDLORD

Landlord (s) Full Name: _____ Date: _____

Property Address: _____

Postcode: _____

Agreed Rent: - _____ Per Calendar Month

The Landlord hereby agrees to appoint Range Homes Sales & Lettings Ltd as letting agents. In accordance with the Landlords instructions, the property will be offered to let on an Assured Short hold Tenancy.

LANDLORD DUTIES:

To provide the following: -

- Provide up to date Gas Safety Certificate (CP12) every 12 Months
(£70.00 per year) Plus V.A.T
- Provide up to date Electrical Safety Certificate (NIC) every 12 months to 5 years.
(Price subject to change)
- Valid Energy Performance Certificate (EPC).
(£75.00 Plus V.A.T, for 10 years - It is a legal requirement to provide an EPC)
- In England Landlords will have to provide working Smoke & CO alarms in the properties they rent out from the 1st October 2015. Private landlords will be required by law to install working Carbon Monoxide alarms in every room with a solid fuel burning appliance.
- The landlord gives permission for Range Homes Sales & Lettings Ltd to erect a "To Let"/ "Let By" board.

All of the above must be provided prior to occupancy of any tenant. Failure to provide any of the above documentation, Range Homes will obtain the necessary certificates and pass on the cost to the landlord with an administration charge.

SUB-LETTING:

If the property is held by way of a lease you must make certain:

- a) The letting is permitted by the Terms of the Lease.
- b) The tenancy is for a period expiring prior to the termination of the lease.
- c) The written permission of the Landlord, if necessary, is obtained.

FEES:

On finding a suitable Tenant(s) we will contact you for approval or agree in advance as to what measures the authority you give us extends.

Once the tenancy agreement is completed our introductory fees are as follows and subject to VAT.

LET ONLY FEE @ _____% plus VAT.

Or

FULL MANAGEMENT FEE @ _____% plus VAT

ADMIN FEE OF £30 plus VAT (NEW TENANTS ONLY)

of the total rent reserved under the terms of the agreement.

If the letting is extended or renewed to the same tenants or any other person or corporate body concerned with the Tenant, whether Range Homes is actively involved or not, the fees as laid out above shall be due from the Landlord on every anniversary date of contract regardless whether a new tenancy agreement is issued.

In the event of the Tenant(s) or any other person or corporate body concerned with the tenant purchasing the property whether during or after the tenancy a commission shall be due from the Landlord which shall be the same as above.

LETTING SERVICES:

The additional services provided by us, if requested, are as follows:

- Taking up references – Fee of £150 plus VAT
- Collection and holding of any deposit.
- Notification to the service companies (electricity, gas, water council tax) of a user change without liability on our behalf or the landlord's behalf. (Only Management)

RENT: -

Unless specifically agreed otherwise, the rent quoted by us on your behalf will be inclusive of ground rent and service charges and exclusive of water rates, gas, electricity, telephone, and for tenancies of six months or more Council Tax.

INVENTORIES: -

We can, if requested, arrange to check the inventory at the beginning and end of the tenancy. We do not accept liability for any error or omission on our part. The fee for this service is £150.00 (One hundred and fifty pounds) plus VAT, payable at the beginning of the tenancy.

TENANCY AGREEMENT: -

Unless instructed, to the contrary, we use standard Range Homes agreements for all our lets.

RENT REMITTANCES: -

It is necessary to allow ten working days for rent cheques to be cleared before transferring monies to clients.

In addition to the letting we can also undertake the following management services:

OUTGOINGS: -

It must be understood that we are entitled to accept and pay without question, emergency problems which are of no fault to the tenant(s). We will pay up to £100 for an emergency call out. You will be notified of any works required above this figure.

VISITS & DEFECTS: -

Our managed properties include routine quarterly visits to the premises. These visits can only bring to the attention obvious defects and responsibility cannot be taken by us for any structural or hidden faults

MAINTENANCE: -

Any repairs needed brought to our attention by the Tenant(s) or noticed by us on a visit will be reported to you, then upon your instructions we can organize and supervise (as long as we hold sufficient Landlord funds) any repairs. Any complaint reported to Range Homes by the tenants that effects the tenant's health and safety must be completed within 4 weeks of the initial report. If after 4 weeks the problem is not resolved, Range Homes will use rent payment to rectify the issue.

TERMS OF MANAGEMENT: -

The Landlord agrees that he/she appoints as the agent in connection with the agent's functions as under this agreement and the tenancy agreement to be entered into and authorizes Range Homes without obligation on our part as agent, to enter the premises and take all reasonable steps with regard to our appointment as agents.

NON-RESIDENT LANDLORDS: -

It is necessary for Range Homes to withhold 24% (twenty-four per cent) of all rental income until the tax liability is assessed.

FEES:

Our management charge for the foregoing service is payable at a rate of _____% of the total rent reserved under the terms of the agreement payable monthly and non-refundable.

Rent Insurance: Our rental Insurance comes at a premium cost of £150.00 (Including VAT) a year and covers your rent fully for that year. This will be invoiced on your first payment.

GENERAL INFORMATION**SOLICITORS:**

Should any rent arrears or breaches of the tenancy agreement be brought to our attention you will be informed. Should any legal action be necessary you, as Landlord, will be responsible to instruct a solicitor and for any fees and charges resulting in such action.

INSURANCE:

Insurers should be informed that there is an intention to let a property, failure to do so may render the policy null and void.

MORTGAGE:

If the property is held by way of mortgage permission will have to be obtained from the mortgage in order to sub-let.

RENT:

Rent includes any payment to be made by the Tenant for use of the property, whether expressed as rent, premium, deposit or any other form of payment and whether paid directly by the Tenant or obtained by any other means.

RENEWAL:

Should the tenants wish to renew the contract after the expiry date, our fees will be renewed at a rate of _____%.
The admin fee of £25.00 plus VAT

Upon signing the pre-attached 'Tenancy Agreement' the landlord confirms to have read and to fully understand and accept the terms and Conditions (as stated herein) of Range Homes.

Upon signing the terms and conditions the Landlord will have a 14-day cooling off period to terminate their terms of business.

This agreement shall be between:

Range Homes Sales & Lettings Ltd
Estate Agents
Of 400 Green Lanes, Palmers Green, London, N13 5PD
&

Of

The Service Agreed Shall Be:

Let Only / Rent Collection / **Full Management** & the Commission Agreed at _____% plus VAT together with any other charges agreed to in this agreement.

A flat fee of £_____ plus VAT.

For and On Behalf of Range Homes Sales & Lettings Ltd Estate Agents

Name: _____

Signed: _____ **Date:** _____

For and On Behalf of Landlord

Name: _____

Signed: _____ **Date:** _____