

# LETTING SERVICES

**DAUNTONS**

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Letting Services	Letting Only	Letting + Rent Collection	Letting + Rent Collection + Management	Cost of Optional Services
Photography & Detail Production	✓	✓	✓	
Online Listings	✓	✓	✓	
Introduction to Applicant Database	✓	✓	✓	
Accompanied Viewings	✓	✓	✓	
References Checks	✓	✓	✓	
Tenancy Negotiation	✓	✓	✓	
Tenancy Agreements	✓	✓	✓	
Collecting and Holding the Deposit	✓	✓	✓	
TDS Deposit Registration (£20 per annum)	✓	✓	✓	
Utility Company Notification	✓	✓	✓	
Set- Up Standing Orders	✓	✓	✓	
Check In Arrangements	✓	✓	✓	
Electronic Document Signing System	✓	✓	✓	
Extension Negotiation / Rent Review	✓	✓	✓	
Supplemental Tenancy Agreements	✓	✓	✓	
Tenancy Termination	✓	✓	✓	
Check Out Arrangements	✓	✓	✓	
Rent Demand Service		✓	✓	
Itemised Statements		✓	✓	
Fund Transfer		✓	✓	
Payment of Outgoings			✓	
Maintenance & Repairs			✓	
End of Tenancy Works			✓	
Deposit Dispute Submission	Optional	Optional	✓	£180 plus costs
Rent Guarantee for Duration of Tenancy	Optional	Optional	✓	£88 - £286.80 rent depending
Arrange Annual Gas Safety Check	Optional	Optional	✓	£60 per annum
Periodic Inspections	Optional	Optional	✓	£60 per inspection
Furnishing & Refurbishment	Optional	Optional	Optional	10% of total cost
Inspections when Empty	Optional	Optional	Optional	£60 per inspection
Courts & Tribunals	Optional	Optional	Optional	£60 per hour
Service Fee Charged	Annually	Monthly	Monthly	
Fee Year 1	12%	15%	18%	
Fee Year 2	9%	12%	15%	
Fee Year 3 +	6%	9%	12%	

All prices quoted are inclusive of VAT