



Student Homes

Landlord fees

Lettings full managed	
Management fee (charged monthly)	20% (inc. VAT)
Tenancy setup fee (charged on first month's rent)	10% (inc. VAT)
Guarantors (optional)	£60 per tenant
Setup Only	
Tenancy setup fee (charged on first month's rent)	55% (inc. VAT)
Guarantors (optional)	£60 per tenant

What's included

Our **fully managed** service covers the entire lettings process from start to finish and is designed to give landlords complete peace of mind.

Before the tenancy begins, we:

- Provide a detailed rental valuation and advice on pricing
- Market your property on leading student portals
- Handle enquiries, accompany viewings, and negotiate with prospective tenants
- Carry out full tenant referencing, including Right to Rent checks
- Prepare legally compliant tenancy agreements
- Collect, hold, and register tenant deposits
- Meet tenants at the property to hand over keys and complete the move-in process

 07375979856

 www.mindshed.co.uk

 mindshedlettings@gmail.com

 5 St David's Terrace
Exeter
EX4 3RF



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- Assist with utility account changeovers and ensure final bills are issued where required

Throughout the tenancy, we:

- Act as the main point of contact for tenants
- Provide out-of-hours emergency support
- Carry out regular property inspections
- Arrange and manage maintenance using trusted, qualified contractors (or liaise with your preferred contractors if you wish)
- Collect rent and take appropriate steps to address late payments

At the end of the tenancy, we:

- Manage key returns and the check-out process
- Assess the property condition and handle deposit deductions where applicable
- Work with you to minimise void periods by securing new tenants promptly
- Landlords also have access to an online portal, providing live statements and secure access to

key documents such as tenancy agreements, referencing reports, inspection records, and Invoices.

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Set Up Only

Our setup only service is ideal for landlords who prefer to manage their property themselves once tenants have moved in.

This service includes everything up to the point of tenants taking possession of the property, including:

- Marketing the property and conducting viewings
- Tenant selection, referencing, and Right to Rent checks
- Preparation of tenancy agreements and prescribed documents
- Deposit collection and registration
- Meeting tenants at the property to complete move-in and key handover

Once the tenancy has started, ongoing management is passed over to you. This includes:

- Acting as the main and emergency point of contact for tenants
- Managing maintenance and repairs
- Collecting rent
- Handling check-out and deposit assessments at the end of the tenancy

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