



## Tenant Finding Service

### What is included?

- Guidance on rental market valuation
- Creation of letting advert
- Floor Plan
- Property marketed on portals, social media and website
- To let board
- Telephone screening of applicants
- Accompanied in-person viewings, 7 days per week inc. outside of normal business hours
- Enhanced credit and reference checks for up to 2 adults
- Right to Rent checks
- Tenancy agreement
- Pack of compliance documents sent to incoming tenant
  - *How to Rent document, EPC, Gas safety certificate, Electrical safety certificate, details of deposit scheme, and GDPR information\**
- Collection of deposit & first months rent
- Smoke alarms checked prior to move in
- Carbon monoxide detectors checked prior to move in
- Co-ordination of tenant move in
- Property inventory report \*\*supplementary charges may apply to larger properties
- Tenant move in
  - meet and greet tenant, meter readings, issue keys, full tour of property including location of water stopcock, electrical isolation switches and gas isolation valve
- Protection of deposit with government deposit protection scheme -or- deposit alternative scheme

**No Additional Charge  
For Inventory Report  
& Floor Plans**

### What do we charge?

	Let Only clients	Managed clients Single property	Managed clients 2 or more properties
Single Let (whole house)	£495	£395	£350
HMO	£450	£350	

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## Additional services and costs

Additional credit & reference checks	£30
Processing guarantors	£30
EPC	£75
Gas safety check & cert (for 1 appliance)	£65
Additional appliance	£15
EICR electrical safety inspection & cert (for up to 3 beds)	£195
Additional bedrooms	£10
Legionella risk assessment	POA
Portable appliance testing (for up to 5 items)	£45
(PAT) Additional item	£5
Supply & fit Carbon Monoxide detector	£55
Supply & fit smoke detector	£40
Supply & fit additional smoke detector (when fitted at the same time)	£20
Replacing batteries in detectors (plus cost of batteries)	£15
Key cutting (plus cost of keys)	£10
End of tenancy cleans / pre tenancy cleans (dependent on size and condition of property)	POA

\*There is an additional charge for arranging an EPC, Gas safety certificate and Electrical safety certificate if the landlord cannot provide current copies.

\*\*Terms & Conditions apply. ST Properties reserves the right to change its fee structure at any time without prior notice.

ST Properties does not charge VAT.

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