



# Landlord Services

	Bassets Lettings Service	Fully Managed Plus	Fully Managed	Tenant Find Plus	Tenant Find
Pre Tenancy	Landlord set up and marketing including photos and floorplans*	✓	✓	✓	✓
	Extensive marketing through Rightmove, Zoopla, Bassets website, Salisbury Journal, Valley News and The Guild of Professional Estate Agents	✓	✓	✓	✓
	Accompanied viewings 6 days a week	✓	✓	✓	✓
	Undertaking independent reference and credit checks on all Tenants <sup>†</sup> over the age of 18*	✓	✓	✓	✓
	Undertaking previous landlord reference (as required).*	✓	✓	✓	✓
	Drafting of Bassets approved' tenancy agreement*	✓	✓	✓	✓
	Comprehensive inventory and schedule of condition prepared by an independent inventory clerk*	✓	✓	✓	✓
	Collecting & register Bond Deposit with government backed scheme*	✓	✓	✓	✓
	Arranging any recommended pre-tenancy works (such as carpet cleaning, general cleaning, gas safety checks and an energy assessment)	✓	✓	✓	✓
	Notifying utility companies and the Council of any change of Tenant**	✓	✓	✓	✓
	Renewal of Tenancy agreements on 'Periodic' basis*	✓	✓	✓	✓
Tenancy	Collecting rent and promptly transferring it by BACS upon receipt*	✓	✓	✓	
	Producing monthly and annual tax statements of income and expenditure*	✓	✓	✓	
	A dedicated Accounts administrator to chase arrears	✓	✓	✓	
	Dedicated Property Managers who conduct Management Inspections and compile written reports with photos*	✓	✓		
	A dedicated office based Maintenance team to ensure jobs are completed competently and promptly via our comprehensive online maintenance reporting system	✓	✓		
	Providing Tenants with an out of office hours emergency helpline*	✓	✓		
	Online Landlord login to access rental statements and maintenance history	✓	✓		
	Serving of Rental Increase Notices if requested*	✓	✓		
	Providing an ARLA approved legal advice helpline*	✓	✓		
	Legal expenses cover up to a maximum £100,000 Rental	✓			
	warranty for non-payment of rent up to £50,000	✓			
	Managing of eviction process including all required notices	✓			
End/Post Tenancy	Serving of Possession (Section 21) Notices*	✓	✓	✓	✓
	Conduct end of tenancy inspection*	✓	✓	✓	✓
	Negotiating with Tenants regarding the return of the Deposit Bond*	✓	✓	✓	✓
	Remarketing your property 'to let' including rent review*	✓	✓	✓	✓

\*services which other agents either don't offer or for which they will typically charge an additional fee

<sup>†</sup>7 point reference includes Right to Rent check, Credit Score, Matched and Linked Address checks, Bank Verification, Income and Landlord references.

\*\*Notification service may be provided by third party.