



Our service options

We provide a comprehensive range of service options, all designed to streamline the letting process, which we can tailor to your specific needs. We offer three main service packages as listed below.

	Let Only	Rent Collection	Full Management
Initial visit to assess and advise on the most appropriate way of letting	✓	✓	✓
Marketing advice and guidance	✓	✓	✓
Advice on legal obligations and property compliance	✓	✓	✓
Organisation of EPC (if required)	✓	✓	✓
Full colour brochure with photographs	✓	✓	✓
Marketing through over 25 offices and locations plus The London Office	✓	✓	✓
Extensive local and regional advertising	✓	✓	✓
Properties available on major property portals	✓	✓	✓
Extensive database of potential tenants	✓	✓	✓
Accompanied viewings (if required)	✓	✓	✓
Full credit checking and referencing to include Right to Rent checks	✓	✓	✓
Tenancy agreements prepared and exchanged	✓	✓	✓
Collect and arrange for the payment of first month's rent and deposit	✓	✓	✓
Provide all required documentation to the tenant	✓	✓	✓
Register the deposit with the TDS (Tenancy Deposit Scheme)	✓	✓	✓
Provision of standing order mandate for future rent payments	✓	✓	✓
Continue to receive rents and remit with statement every month		✓	✓
Dedicated accounts team monitoring the payment of rent		✓	✓
Annual income and expenditure statement (if requested)		✓	✓
Make payment to contractors with copies of invoices sent to landlord			✓
Arrange legally required safety checks			✓
Preparation of schedule of condition/inventory			✓
Notification to utility providers and local authority			✓
Test of smoke/carbon monoxide alarms			✓
Serving of section 8 notice			
Negotiating tenancy renewal and preparing associated paperwork			✓
Rent review and serving of Section 13 notice			✓
End of tenancy inspection and negotiation of deposit return			✓
Organisation of routine repairs and maintenance			✓
Arrange renewal of legally required safety checks			✓
Deal with ongoing tenant enquiries and issues			✓
Regularly visit the property followed with a written report			✓
Void property management and inspections			

Additional services are available, see Stags scale of landlord fees and Agency Agreement.