



Your property is in safe hands with Beadnall Copley – bringing new standards to residential lettings:

- ▶ First class reputation for successfully marketing properties to find the right tenants including links to Rightmove and Prime Location
- ▶ Highly professional with stringent procedures for a first class, personal service that meets the Landlord's every need
- ▶ Fully Managed and Find-A-Tenant services
- ▶ Styling service to maximise your property's potential
- ▶ Regular checks and reports, ensuring your property is being well maintained and keeping you fully up to date
- ▶ Excellent geographic cover across the region with three superb offices in prime locations

Call us now on 01423 503500

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LETTINGS

A comprehensive and professional service for residential lettings with advice and support throughout from the leading property experts



CARING FOR YOUR PROPERTY AND ITS TENANTS

Property expertise... ...regional knowledge

BEADNALL
&
COPLEY
LETTINGS



Why Beadnall Copley?

Whether you are a private investor or a major developer, your needs as a Landlord will be the same – expertise to attract the right type of tenant and diligence to manage the property, keeping a watchful eye on your investment with first class service.

As the leading independent estate agent with the most stylish, innovative and award-winning marketing, we understand how to best promote properties and use this considerable expertise to bring new levels of professionalism and performance to the lettings market.

Finding the right tenants

Finding good calibre, low risk tenants is a vital part of our service. Our reputation, long-standing presence in the property sector and superb marketing means we are one of the first ports of call for those looking for property, attracting hundreds of thousands of people a year.

We have extensive databases, a highly popular website plus links to the UK's leading property-finding sites such as Rightmove and Prime Location together with the most prolific on-going advertising and editorial campaigns in the region. We also have prestigious offices in prime locations giving superb geographical coverage across the most desirable locations in Yorkshire, providing the ideal venue for showcasing properties.

Together with rigorous financial checks on potential tenants with the leading credit referencing agencies together with our client account systems, regulated to ensure your money is protected and insured, you can be assured of a highly efficient and expert organisation working to exacting standards on your behalf with superb service and the highest business ethics.

A growing market

The lettings sector is growing – as well as those trying to get onto the property ladder and people whose work requires flexibility, changes in the market has seen many purchasers renting whilst looking for their ideal home. For some, it's a lifestyle choice to look at different options before buying or those who simply don't want to be tied down to a mortgage, preferring the freedom rental offers.

Perfect presentation

To be sure your property attracts the best tenant as quickly as possible we offer a 'house doctor' style service to give advice on how best to maximise a property's lettings potential. We can provide a team to transform properties quickly and cost effectively, from design input to cleaning and decorating services.

We also prepare superb particulars that give your property most appeal – we realise that even when people rent, they want somewhere they can call home - ensuring that the best tenant chooses your property above others.



Managing your property

Fully Managed Service

This comprehensive service includes:

- Full Schedule of Condition/Inventory including carpets, floor coverings, curtains, appliances, light fittings and décor - and where appropriate furniture - which forms part of our checking-in and checking-out procedure to ensure your investment is being well looked after
- Drawing up and progressing Tenancy Agreements including carrying out comprehensive credit checks
- Advice on the safety regulations you need to adhere to as well as organising the required gas and electrical safety checks on your behalf plus statutory reports now needed such as the Energy Performance Certificate (EPC)
- We collect the rent, sending a monthly statement plus an annual statement at the end of the financial year for your tax records
- We keep a watchful eye on your investment, with our highly trained and keen personnel carrying out mid-term visits, supplying progress reports to keep you fully up to date
- We deal with all enquiries from the tenant and where necessary organise repairs with your consent from a rostrum of qualified tradesmen with whom we negotiate competitive rates
- We handle negotiations for any extensions or renewals to the tenancy and as soon as we receive notice from the tenants, we immediately market the property for re-letting
- Checking out – a rigorous procedure to ensure the property has been maintained correctly to a satisfactory standard. Should there be any areas that need attention, we obtain costs and deduct these from the tenant's deposit.

Find-A-Tenant

The Find-A-Tenant Service is just that. We find the tenant, carry out the credit references, collect the first month's rent, and then hand it all over to you.

Rent Guarantee

We carry out stringent checking procedures to find the right type of tenant, however the unforeseen can sometimes happen with redundancies or illnesses meaning they may have difficulty in paying the rent. For added peace of mind, we have a specialist insurance policy to ensure continuation of rental payment, the benefits of which include:

- Rent paid for up to twelve months
- Free legal advice and legal costs of up to £50,000

Please ask for more comprehensive details.

Thinking of Buying to Let?

If you're thinking about getting into the market or increasing your existing property portfolio, talk to us for advice and rental valuations.

We all know that location is vital when buying properties but never more so for the rental market. We can point you in the right direction and as one of the region's leading independent estate agents, keep a watchful eye on the market for appropriate properties or special deals that would make suitable investments.

Come on board with us – the most comprehensive, efficient and professional lettings service available bringing you peace of mind for what is a very important investment.



Questions and Answers

Why do I need Beadnall Copley?

We can save you a great deal of time and money, by finding a suitable tenant quickly, vetting them thoroughly and getting you a return on your investment, whilst giving advice on the many legal requirements that as a landlord you must fulfil. Our prominent showrooms, extensive Internet presence, superb marketing, reputation and contacts with major local employers give us access to a wealth of quality prospective tenants who don't necessarily trawl through the classified adverts.

What services do you offer?

We provide a Fully Managed or a Find-A-Tenant Service. However the majority of our clients choose the Fully Managed Service which provides complete peace of mind from start to finish, including handling all the legal aspects.

Can I manage my property myself?

Of course, but do you want your tenant phoning you whilst you are holiday, at a wedding or watching football, to tell you that the tap is dripping? Do you want to have to remember when the safety certificates need renewing or who you can get to fix the boiler? By using our full service we will deal with it all for you.

How is the rent paid?

Normally we insist that the tenants set up a Standing Order payable to our 'ring-fenced' client account. Once the monies have cleared, the rent is paid by BACS directly into the account of your choice, followed by a detailed statement.

What sort of agreement is used?

In the majority of cases properties are let on an Assured Shorthold Tenancy for a fixed period of at least 6 months. These can be extended by agreement. To terminate the tenancy after the initial fixed period you will have to give your tenants two months written notice.

What happens if the tenant doesn't pay the rent?

Naturally we try to ensure that the rent is paid on time, and it's not normally a problem, having vetted the tenants thoroughly at the outset. However, if the rent is not received, we will warn you immediately and advise you on the appropriate course of action. You can of course insure yourself against loss of rent - ask us for details of policies.

Do you take a deposit?

We ask tenants for a deposit greater than the monthly rent. It is held in a special deposit account and will only be returned when the tenant has vacated the property and left it in a satisfactory condition and complied with their responsibilities under the Agreement.

What happens when my property is empty?

You should advise your insurance company that the property is empty. They may require regular routine visits to be made to ensure that all is well, which we will do for you, whilst we search for another tenant.

What are my outgoings?

These will usually include your mortgage repayments, buildings insurance, repairs and renewals; if the property is leasehold, ground rent and service charges.

It is leasehold – what do I need to do?

Advise the freeholders or their managing agents and get their consent prior to letting and advise us of any restrictions within the head lease which your tenant should be aware of. Some blocks have a prohibition against letting – so beware before you buy!

What about tax?

One of the two certainties in life! Naturally you will have to pay tax on any profit made from the letting. However, all legitimate expenses are tax deductible, and shortly after the end of the tax year we will send you an annual statement showing all income and expenditure we have managed on your behalf.

If you are overseas for more than six months in any tax year, we have to deduct basic rate tax from the rental income and hand it over to the Inland Revenue. However, if you obtain a letter from the Revenue exempting you from this, we can pay you without tax deductions.

Do I need to tell my insurance company?

Yes; your insurer may wish to increase the premiums or amend the cover offered. We can always get you an alternative quote to help you get the best deal.

Who looks after the garden?

This is usually the tenants' responsibility, but let's be realistic – tenants are not usually keen gardeners. If the garden is large, or your pride and joy, then we can organise a gardener, the cost of whom should be included in the rent.

Do I have to provide furniture?

No. There is often very little difference in the rents achieved for furnished and unfurnished lettings. 'Unfurnished' usually means that you provide carpets, curtains, light fittings and kitchen white goods. If you do furnish it, be sure that you know all about the safety regulations.

Are smoke alarms required?

Smoke alarms must to be provided in any new property or newly converted property. Although not compulsory, we recommend that you install at least one alarm per floor.

What am I responsible for repairing?

The Landlord and Tenant Act 1985 obliges you to maintain the structure of the building, the sanitation and the supply of services. In addition, should an item included in the tenancy need replacing or repairing through fair wear and tear, like a washing machine, then you would be expected to deal with this.

Do I need to tell my mortgage company that I'm letting my property?

Yes, but it is rare nowadays for your Lender to object, particularly if you tell them you are using Beadnall Copley to manage it for you.

What about all the various safety regulations that I hear about?

We have a guide to Safety Regulations and will keep you up to date with any changes. Please ask for details.

