

Lettings Guide for Landlords

Your Guide to a Successful Letting Experience



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Welcome to Symonds Taylor's Lettings Guide for Landlords

This guide is designed to help you understand every step of the lettings process, ensuring you make informed decisions about your property. By understanding the process, you can maximise your rental income and ensure a smooth, hassle-free experience.

Why choose Symonds Taylor

Our Expertise and Local Knowledge

At Symonds Taylor, we bring extensive local knowledge and professional expertise to the Newcastle and Northumberland property markets.

Benefits of Working with Us

- Personalised service tailored to your needs
- Comprehensive marketing strategies
- Thorough tenant screening
- Professional property management



Initial Consultation and Property Appraisal

What to Expect During the Initial Consultation

We discuss your goals and needs, assess your property, and provide a tailored lettings plan. This meeting serves as a starting point and an important initial step to understand how we can best support you. We can walk you through the process via a simple phone call, meet you at the property, or you can pop into our office.

Assessing Your Property's Rental Potential

We conduct a thorough appraisal to determine the optimal rental price for your property. Our goal is to ensure you get the best possible return on your investment while attracting quality tenants who will care for your property as their own.

Free Market Appraisal

We offer a free market appraisal to give you an accurate understanding of your property's rental value. This service provides you with valuable insights, helping you make informed decisions with confidence.

Landlord Ready to Instruct Symonds Taylor

Signing the Agreement and Getting the Process Started

Once you're happy to proceed, simply sign the paperwork, and we will forward you a copy of the agreement. This ensures all parties are on the same page and allows us to begin the process of letting your property right away.



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Preparing Your Property for Letting

Tips for Getting Your Property Ready

- Clean and declutter your property
- Consider fresh paint and minor repairs
- Stage the property to help potential tenants visualise living there

Necessary Maintenance and Improvements

Ensure all necessary maintenance is completed before letting your property. This includes checking plumbing, electrical systems, and overall property condition.

Legal Requirements and Safety Checks

We guide you through all legal requirements, including gas safety checks, electrical safety certificates, and ensuring smoke and carbon monoxide alarms are installed and functioning.

Marketing Your Property

Strategies for Advertising Your Property

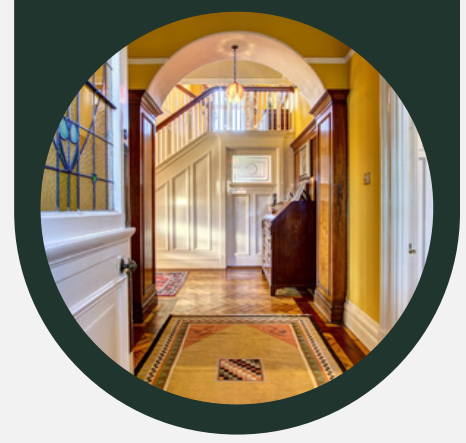
We use a combination of online and offline marketing channels to maximise your property's exposure.

Professional Photography Options

High-quality photographs are crucial for attracting potential tenants. We offer professional photography services to showcase your property in the best light.

How we will Promote your Property

Your property will be advertised on major property portals, social media platforms, and through our extensive network, ensuring it reaches a wide audience.



Finding the Right Tenants

Our Tenant Screening Process

We conduct thorough tenant screenings, including background checks, credit checks, and references, to ensure we find reliable and responsible tenants.

Importance of Background and Credit Checks

These checks help us verify the tenant's financial stability and rental history.

Ensuring Reliable and Responsible Tenants

Our rigorous screening process ensures that only trustworthy tenants are placed in your property.

Managing the Tenancy (*if required*)

Rent Collection and Financial Management

We handle all aspects of rent collection and financial management, providing you with regular statements and updates.

Handling Maintenance and Repairs

Our team coordinates all necessary maintenance and repairs promptly, using trusted local contractors to ensure high standards.

Regular Inspections and Reports

We conduct regular property inspections and provide detailed reports to keep you informed about the condition of your property.



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Legal Compliance

Overview of Relevant Legislation

We ensure your property complies with all relevant legislation, including safety regulations and tenancy laws.

Ensuring Your Property Meets All Legal Requirements

Our team stays up-to-date with changes in legislation, ensuring your property remains compliant at all times.

Our Role in Maintaining Compliance

We handle all aspects of legal compliance, from safety checks to tenant agreements, ensuring a hassle-free experience for you.

Fees and Costs

Transparent Breakdown of All Fees

We provide a clear and detailed breakdown of all fees involved in the lettings process, ensuring transparency and trust.

Explanation of Our Fee Structure

Our fees are competitive and reflect the high level of service we provide. Detailed information can be found on our website and further in this guide. We believe in transparency, ensuring you understand all costs involved from the outset.



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Landlord Fees and Costs

Tenant Find Only Service – The equivalent of the 1st Month's rent + VAT. (subject to a minimum fee of £500 + VAT, £600 Including VAT)

Service includes:

- Creation of an AST tenancy agreement
- Deposit collection & placed with a DPS (if applicable)
- Internet advertising
- Photographs
- Viewings
- Referencing & credit checks on prospective tenants and guarantors
- Collection of first month's rent

Fully Managed Service – Fee is the equivalent of the first month's rent + VAT. (subject to a minimum fee of £500 + VAT, £600 Including VAT). The ongoing management fee is 12% + VAT (14.4% including VAT) for monthly rent.

Service includes:

- Creation of an AST tenancy agreement
- Deposit collection & placed with a DPS (if applicable)
- Internet advertising
- Photographs
- Viewings
- Referencing & credit checks on prospective tenants and guarantors
- Collection of first months rent & on a monthly basis thereafter.
- Inventory
- Quarterly inspections

A full list of services and costs can be made available at any time by contacting our office.



Ongoing Support and Communication

How We Keep You Informed

We provide regular updates and detailed reports, keeping you informed about your property and tenancy.

Regular Updates and Detailed Reports

Our regular inspections and reports ensure you are always up-to-date with the status of your property.

Contact Information for Support

Our team is always available to answer your questions and provide support. Contact us at any time.

Frequently Asked Questions

We understand that letting your property can come with a lot of questions. To help you navigate the process with ease, we've compiled a list of the most common questions from landlords just like you. These FAQs provide clear and concise answers, ensuring you have all the information you need. If you still have questions after reading, feel free to reach out to us—our team is always here to help. The FAQs appear in the next section. Read on to learn more.

Read on to learn more

FAQs

Common Questions from Landlords

We've compiled a list of common questions from landlords to help you understand the lettings process better. Our FAQs provide clear and concise answers to help you make informed decisions.

Frequently Asked Questions

1 What is the process for letting my property?

- Our comprehensive lettings process includes an initial consultation, property appraisal, marketing, tenant screening, and property management.

2. How do you determine the rental value of my property?

- We conduct a thorough market appraisal considering local market trends, property condition, and comparable rentals in the area.

3. What marketing strategies do you use to advertise my property?

- We utilise a mix of online and offline marketing channels, including property portals, social media, and professional photography.

4. How do you screen potential tenants?

- Our tenant screening process includes background checks, credit checks, and references to ensure reliable and responsible tenants.

5. What are my responsibilities as a landlord?

- Landlord responsibilities include maintaining the property, ensuring safety compliance, and addressing necessary repairs.

6. How do you handle rent collection and financial management?

- We manage all aspects of rent collection and provide regular financial statements to keep you informed.

7. What should I do to prepare my property for letting?

- We recommend cleaning, decluttering, and making minor repairs to present your property in the best light.

FAQs continued on the next page

FAQs continued

8. What are the legal requirements for letting my property?

- Legal requirements include gas safety checks, electrical safety certificates, and smoke and carbon monoxide alarms.

9. How often will my property be inspected?

- We conduct regular inspections and provide detailed reports to ensure your property remains in good condition.

10. What are your fees for letting my property?

- Our fees are competitive and transparent. Detailed information can be found on our website and further in this guide.

We manage all aspects of rent collection and provide regular financial statements to keep you informed.

Contact Us Anytime

At Symonds Taylor, we believe in building strong relationships with our landlords. Our team is always available to answer your questions and provide the support you need. Whether you have a quick query or need detailed advice, we're here to help. Feel free to reach out to us at any time—your peace of mind is our priority. We understand that the lettings process can be complex, but you don't have to navigate it alone. Our friendly and knowledgeable team is just a phone call or email away, ready to assist you whenever you need. Let's work together to make your property letting experience as smooth and successful as possible.

Further Information

We manage all aspects of rent collection and provide regular financial statements to keep you informed.

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Thank You

Contact Information :

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