

## Lettings Services Available

| Includes  | Managed Service | Rent Collection Service | Let Only Service |
|---|-----------------|-------------------------|------------------|
| Regular property inspections including photographic reports.              | ✓               |                         |                  |
| Maintenance and repairs arranged  | ✓               |                         |                  |
| Dealing with insurance queries and obtaining quotes for large works       | ✓               |                         |                  |
| Arranging contractor visits   | ✓               |                         |                  |
| Check in and check out of your tenant by independent inventory providers* | ✓               |                         |                  |
| Managing deliveries of new appliances                                     | ✓               |                         |                  |
| Detailed Inventory*   | ✓               | ✓                       |                  |
| Deposit handover to Safe Deposit Scotland                                 | ✓               | ✓                       | ✓                |
| Negotiation of deposit allocation at end of tenancy                       | ✓               |                         |                  |
| Deposit return process  | ✓               | ✓                       |                  |
| Rent collection by standing order   | ✓               | ✓                       |                  |
| Monthly statements  | ✓               | ✓                       |                  |
| Printed annual statements by request                                      | ✓               | ✓                       |                  |
| Regular property advertising  | ✓               | ✓                       | ✓                |
| Reference and credit checks   | ✓               | ✓                       | ✓                |
| Rent guarantee*   | ✓               | ✓                       | ✓                |
| Accompanied viewings*   | ✓               | ✓                       | ✓                |
| Tenancy agreement preparation   | ✓               | ✓                       | ✓                |
| Collection of first month's rent and deposit                              | ✓               | ✓                       | ✓                |
| Utilities and Council tax transferred at start and end of tenancy         | ✓               | ✓                       | ✓                |

\*Additional Cost