



**Filey**  
Properties



# Filey Services

Hackney  
Enfield Town  
Edmonton  
Cheshunt

[www.fileyproperties.com](http://www.fileyproperties.com)



*#TheFileyWay*

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Sales

Lettings

Property  
Management

Guaranteed  
Rent

Maintenance / Refurb

Eviction Service

**Let**  
Only



### **Marketing Appraisal**

Research and advised an accurate rental value  
Best marketing methods advice to achieve maximum rent  
Compliance guidance on property  
Prepare details to market (free in-house photos)  
Major portals upload

### **Tenant Find**

Match property to applicants  
Conduct viewings  
Collect documents  
Free In - House Referencing  
\*Paid for references available upon request

### **Contract**

Prepare contract and serving of legal documents  
Arrange signing of contracts with applicants in office  
Collect funds and remit to landlord  
Release keys

### **Hand Over to Landlord to continue**

FEE

**One Months**

Rent

+

VAT



# Full

# Management

Inc all items of Let Only plus



## **Check In**

- Deposit registration
- Professional Check In / Check out
- Expire Alerts for all legal certs and licences
- Smoke Alarm Check on day of tenancy
- Arrange third party or in-house Inventory\*

## **Tenancy Management**

- Day to Day tenant enquires
- 24 / 7 Emergency maintenance management and reporting
- Contractor management & sourcing
- Property expense management
- Access to In-house maintenance team
- Network contractor preferential rates and speedy response
- Monthly statements / Annual statement

## **Tenancy Compliance**

- Inspection (Yearly)
- HHSRS review / advice / Improvement plans
- Right to rent record keeping
- Property maintenance management
- Tenant complaints handling procedure and filtering
- Evictions packages additional charge as per below

FEE

**10%**

Monthly Rent  
+ VAT





**0%**

Management

**No FEE**

**Agreed Rent**

### **Marketing Appraisal**

Not Required. We lease your property for an agreed rent.

### **Tenant Find**

We become your tenant

### **Rent**

Rent paid even if your property is empty.

Rent paid even if the tenant fails to pay.

Prompt Rental Payments throughout the term of the contract – on time, every time to landlord via BACS.

### **Maintenance**

Repairs / Improvements **excluded**.

Regular property inspections to ensure property is being maintained as per inventory/check in.

Property returned to landlord in same condition at start of tenancy, subject to fair wear and tear allowances.

Check in / Check out fees **Included**

Detailed Inventory **Included**

Day to Day tenant enquires covered

24 / 7 Emergency maintenance management and reporting

Contractor management & sourcing

Property expense management

Access to In-house maintenance team

Network contractor preferential rates and speedy response

Optional supplier credit agreements

Monthly statements / Annual statement

### **BENEFITS: 0% COMMISSION**

NO VOIDS

NO ARREARS

NO TENANTS HASSLES

NO COUNCIL TAX DURING EMPTY PERIODS

NO SETUP FEES OR NO LETTING FEE

NO LEGAL FEES OR EVICTION COSTS.



# Additional Charges

## **SET UP CHARGES (all plus VAT)**

Title Deeds Check: £5 (Freehold or Leasehold)

Key Cut: £8 per Key (POA) (fobs extra as per required)

Digital Tenant Referencing: £30 Per Tenant (Landlord Only)

Digital Guarantor Referencing: £20 Guarantor (Landlord Only)

## **TENANCY / PROPERTY**

Tenancy Agreement Fee: £295 + VAT

Check In: £90 + VAT

Check Out: £90 + VAT

Detailed in-house Inventory 1 – 3 bedrooms:

£130 + VAT plus £30 addition room

Additional Property Inspection: £75 + VAT (Per Visit)

Deposit registration: £50 + VAT (LET ONLY LANDLORDS)

## **Marketing Services**

Property Brochure: £50 + VAT

Floorplan : £75 + VAT

Professional Photo Edit & Videotour : £150 + VAT

Social Media Campaign : £130 + VAT