

# Limestone

## RESIDENTIAL SALES & LETTINGS

### OUR FULLY MANAGED CLIENT PROPOSITION

**£200.00 + vat** Initial Administration Charge  
**10% + vat** per month

Our Fully Managed Service does exactly what is say's – it's 'Fully Managed'  
All you have to do is sit back and wait for the money to arrive

- ✓ We carry out an expert appraisal of your property
- ✓ We advertise on the Rightmove property portal
- ✓ We advertise in the local paper
- ✓ We accompany all viewings
- ✓ We carry out a comprehensive reference which incorporates
  - Adverse credit history check
  - Bankruptcy checks
  - CCJs and court decrees check
  - Employment and previous tenancy references
- ✓ We prepare a full inventory for the property
- ✓ We prepare the tenancy
- ✓ We collect of first month's rent and deposit
- ✓ We register the deposit with the 'Deposit Protection Scheme'
- ✓ We prepare a standing order so the rent is paid to you regularly
- ✓ We move the tenant into the property
- ✓ We inform utility companies and Council of new tenant details
- ✓ We collect the rent and pay it into your bank account
- ✓ Three monthly inspections of the property