



ement Ltd

288 Great North Road
Woodlands
Doncaster
South Yorkshire
DN6 7HN

Tel: 01302 725128
Fax: 01302 338135
E.mail: helen@ideal-estates.co.uk
Registered in England 7439669

INSTRUCTIONS TO MANAGE A RESIDENTIAL PROPERTY

Owners full name(s)

Owners address

Address of property

POSTCODE.....

Tel numbers:WORK NO.....

National insurance number.....

Mortgagee

Address

Roll number of account number.....
If going overseas, please provide details of tax office, your tax reference and NI number.
.....

Letting to commencefor.....years

Any special conditions which should be included in agreement ie no children/pets/smokers etc
.....

Rental income is normally paid into you UK bank account with statements to your forwarding address, please therefore give full details of your UK bank account.

BANK.....

ADDRESS OF BANK.....

.....

.....

SORT CODE & ACCOUNT NUMBER.....

Do you wish to employ any particular tradesmen to carry out maintainance?

If yes please provide details.....

.....

Agreed repair/maintainance limit £.....

I/we have read and agree to Ideal Landlords Guide to Management/Letting Services. I/we hereby authorise Ideal to act of my/our behalf in the management of the above property during the agreed letting period, to sign agreements, to collect rents where due on my/our behalf and take all necessary action (including court action) where necessary. I/we have read and understood and agreed to pay by deduction of rental income, the management and miscellaneous fees (where appropriate) as set out in the summary of management charges.

SIGNATURE(S).....NAME.....

.....NAME.....