

Tenant Information

James Sellicks Lettings will find you the perfect property and make your move as stress free as possible.

You can view all our **properties available to let** online at www.jamesellicks.com.



We will arrange and conduct **viewings** at a time that is convenient for you, from Monday to Saturday.

Our **referencing** process is quick and simple to complete. We will check your credit report, request a current Landlord reference and confirm your employment, income and affordability.

We will meet you in person to confirm your identity and complete the **Right to Rent** check.

All of our properties have up-to-date **Gas Safety Certificates** and **Energy Performance Certificates**, for your peace of mind.

All of our properties will be clean and operational ready for your move in date. For our fully managed properties, the condition of the property will be evidenced in the **Inventory**.

We will transfer all **utilities** and **council tax** over to your name and provide meter readings.

You will pay your **rent** via standing order on the specified dates as agreed under the terms of the tenancy agreement, normally on a monthly basis.

We will offer you **exceptional service** at all times. If, in the unlikely event you have any problems once you have moved in, we will resolve any issues you may have with the minimum of disruption to you.

We encourage you to treat the property as if it is your own home. We will offer you helpful tips for the avoidance of condensation, together with a seasonal property maintenance schedule.

For our fully managed properties, you can report any **repairs** to us **24hours** a day.



We will deal with your **Deposit** collection and registration in accordance with a government-authorized tenancy deposit protection scheme. We will serve the prescribed information to you and we will comply with the initial requirements on behalf of the Landlord. For managed properties, we will register your Deposit with the **Tenancy Deposit Scheme** and we will hold the funds securely in our client account throughout the duration of your Tenancy.



At the end of your Tenancy, for our fully managed properties, the condition of the property will be documented in the **check-out** report. We will resolve any disputes amicably between you and your Landlord and administer the return of your Deposit under your instruction.

It is important you have the appropriate insurance in place. We recommend that you take out **contents insurance** for your own belongings. In order to protect the property, we ask you to insure against accidental damage to the property contents, fixtures and fittings - also known as **Tenant Liability insurance**.

The majority of our Tenants prefer a long-term let. Your initial Tenancy term will usually be **6-12 months**. For our fully managed properties, **Renewals** are regularly implemented to assure security of tenure.

For our fully managed properties, we complete regular property **interim inspections**. We will always contact you to advise when we will be visiting and to confirm the appointment is convenient for you.

Tenant Scale of fees

Tenancy Application & Property Reservation
- £100 inc VAT per applicant (non-refundable)

Photographic Inventory, if applicable
- £150 inc VAT (non-refundable)

*VAT - charged at 20%