

# RESIDENTIAL LETTINGS DELIVERING A ROBUST SERVICE



## **OUR APPROACH**

Bidwells can tailor the service to suit your requirements, from sourcing the right tenant through to a comprehensive fully managed service.

Our considered, pro-active and effective approach to residential lettings will produce the exceptional results that you are looking for.

### **OUR LETTINGS PROCESS**

### Stage 1

#### **VALUATION**

- Market research including comparable property details
- Discussion of valuation with client
- Identify any works to be undertaken prior to marketing

#### Stage 2

## PRE-MARKETING PREPARATION

- Identify target market and potential tenant profile
- Take measurements, photographs, create floor plans and further notes
- Order Energy Performance Certificate if required
- Create draft particulars
- Send particulars to client for approval

#### Stage 3

#### MARKETING

- Begin marketing via online property portals
- Send particulars to applicant database and relocation agents
- Arrange viewings and provide feedback to client
- Report all offers to the client

### Stage 4

#### TENANCY PROCESS

- Agree rental offer with landlord
- Start referencing, covering credit checks, employment status, landlord reference and right to rent
- Arrange tenancy to be electronically signed by all parties
- Ensure property is ready for the new tenants and all safety checks are covered
- Arrange move in date with tenant and hand over keys

## **OUR LETTINGS SERVICES**

|   | Let only | Rent collect | Fully managed |
|---|----------|--------------|---------------|
| Property marketing and guided viewings  | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Securing a suitable tenant and carry out referencing and right to rent credit checks        | <b>√</b> | <b>√</b>     | $\checkmark$  |
| Ensure all property safety and Legionella checks are carried out (additional charge levied) | <b>√</b> | $\checkmark$ | <b>√</b>      |
| Prepare tenancy agreement   | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Collect deposit and rent in advance   | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Register deposit in accordance with the TDS (additional charge levied)                      | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Arrange inventory and schedule of condition (additional charge levied)                      | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Contact utility suppliers   | <b>√</b> | <b>√</b>     | <b>√</b>      |
| Arrange check out report  | <b>√</b> | 1            | <b>√</b>      |
| Collect rent and issue statements   |          | <b>√</b>     | <b>√</b>      |
| Property inspections (1st inspection 3months - then 6 monthly)                              |          |              | <b>√</b>      |
| Day to day management of property   |          |              | <b>√</b>      |
| Tenancy renewals and rent increase negotiation  |          |              | <b>√</b>      |
| Deposit reconciliation  |          |              | <b>√</b>      |

Serving and hand delivering legal notices

## THE ADVANTAGE TO YOU

#### How we will deliver value

#### **Accurate valuations**

We are well placed in the market to be able to advise on current market rents. This means that we are able to ensure your property is reaching it's maximum potential yield.

#### **Applicant database**

Our extensive qualified applicant database ensures that we are able to find you the most suitable tenants for your property.

#### **Marketing**

Our strong marketing approach ensures that properties are let within a good timeframe, keeping void periods to a minimum and giving you maximum return.

#### **Centralised office**

Our lettings team are based locally in our Trumpington office, working closely with one another to provide our clients with a consistent level of service.

#### Our unmatched local knowledge

Bidwells is one of the largest property consultancies in the UK and has been in operation for over 180 years from its HQ in Cambridge. As such, we can offer access to unrivalled knowledge of the Cambridge market, and as a client, we will use this to deliver a proactive approach to ensure delivery of your goals, and ultimately value.

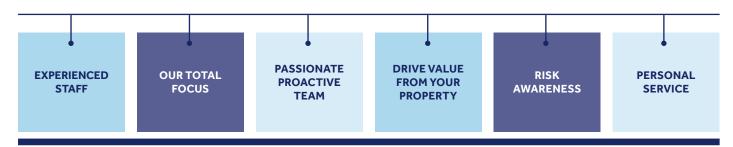
You will also have access to other divisions of Bidwells, from sales, rural and planning through to building consultancy.

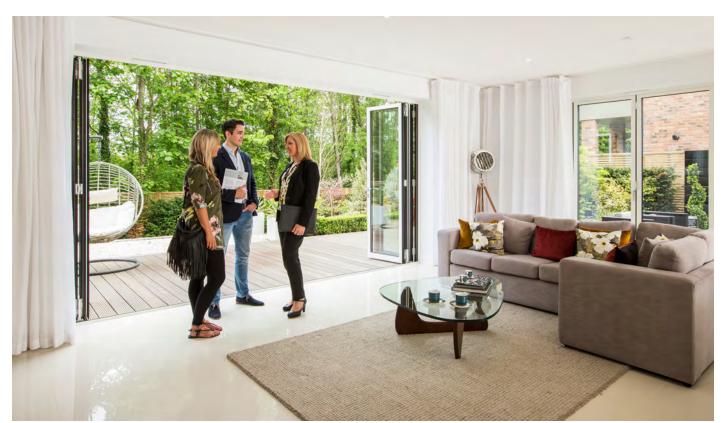
#### We are a safe pair of hands

We are confident we have delivered on, and exceeded our clients' expectations and can offer references upon request.

We are members of the following professional bodies: ARLA Propertymark, NAEA, The property Ombudsman and RICS.

### **BENEFITS OF WORKING WITH BIDWELLS**



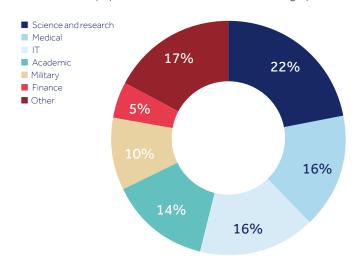


## THE CAMBRIDGE MARKET

The Cambridgeshire residential market consistently performs well, impacted by the 'global brand' of Cambridge and the diversity of its market demands.

#### Breakdown of our current letting demographic

At Bidwells we see a direct correlation between the areas in which the local population works and our tenant demographic.





## **TAX BENEFITS**

Did you know that a landlord can offset allowable expenses against their rental income which can significantly reduce tax liability?

#### Allowable income tax expenses

Allowable expenses are any costs that are deemed to be essential to you performing your duties as a landlord and are things that you need to spend money on as part of the day to day running of the property, including:

- Fees for services by professionals like accountants, letting agents, solicitors or surveyors
- Buildings and contents insurance
- Interest on any property loans you may have taken out
- Repairs to and replacements for the property (but not home improvements)
- Utility bills and Council tax whilst the property is unoccupied
- Rent, ground rent and service charges
- Services like cleaning or gardening
- Any other direct costs incurred, such as phone calls, advertising or stationery
- Mileage to inspect the property carry out repairs or collect rents
- Bad debt such as rent arrears

Please note that capital expenses cannot be deducted from your income tax bill and include those expenses which will increase the value of the property, such as renovations.

#### **Domestic items relief**

You may be able to claim tax relief on money spent replacing a 'domestic item'. such items include:

- Moveable furniture beds, wardrobes etc
- Furnishings curtains, carpets
- Household appliances washing machines, fridges etc
- Kitchenware for example crockery and cutlery

#### **Overseas landlords**

Lettings agents deduct tax when they pay rent to a UK landlord who lives inside the UK. The rent is not exempt from UK Income Tax. If you're an individual landlord of a UK property and normally live outside of the UK you can get your UK rental income paid without deduction of UK tax. You will need to complete a NRL1 form which can be found on the inland revenue website.

For additional personal tax advice tailored to your specific requirements and circumstances, we would recommend you seek professional advice from a tax specialist.

# THE TEAM

We are proud of our strong team of experienced professionals who all have extensive knowledge of the Cambridge market.



Alex Bloxham MARLA

**Head of Lettings, Partner** 



Niki Stephenson Lettings, Negotiator,

**Associate** 



Mel Jarvis Lettings, Negotiator



Laura Ferrara Lettings Administrator



Tanya Dennison Lettings Administrator



FARLA
Renewals / End of tenancy
management, Associate

**Lisa Davis** 



Lucy Figg Renewals

### Property Management Team



Olivia Davies MARLA Senior Property Manager



Irene Platt Property Manager



Niamh Crawford MARLA Property Manager



Lacie Hay Property Manager



Matt Kirkland Property Manager



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