

# Letting your home with *Spencer*.

The Estate Agent

Letting your home or property can provide a great income, and with the right preparation and management can be smooth and straightforward. We can do everything from market your property to manage the letting and maintenance on an ongoing basis, whether it's a one bedroom flat or a whole block.

Speak to Spencer for more information, but for now, here's everything you need to know at a glance.

## 1 Choose your agent carefully

It's tempting to go for the highest valuation, but consider other aspects too, like the quality of marketing packages on offer, agent's local knowledge, the fees involved, the access they have to a database of potential tenants and the depth of services they offer to help manage your property and the letting process.

## 2 Presentation is everything

Do everything you need to sell the dream, because it can take a little bit more than flowers on the table and the smell of fresh coffee. We offer a house doctor service if you want help with this before potential tenants view the property, and can offer accompanied viewings too, along with our in-depth local knowledge.

## 3 Choose your offer

We can help you to make an informed choice and will manage the process of getting references to guide you.

## 4 Crossing the 't's...

You need to make sure all of your paperwork is complete – tenancy agreements signed, payment arrangements in place, deposits are protected, moving in dates agreed. We can manage all of this, including the creation of contracts.

## 5 And dotting the 'i's

When you're ready to go you'll need to make sure your property is too. We can help with gas safety inspections, PAT testing on all electrical items, and getting the whole place cleaned and ready for your tenants.

## 6 Prepare to let

Amongst other things, it's advisable to commission an inventory to effectively assess and record the state of the property and all the fixtures, fittings and furnishings. It's really handy when it comes to returning deposits at the end of a tenancy and is something we can arrange for you.

## 7 And remember, you're not alone...

Letting with us means Spencer is always just a call away and happy to help with any aspect of your let.