



**THIS AGREEMENT FORMS A TENANT FIND ONLY CONTRACT
BETWEEN:**

LANDLORD / S

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AND

**LET URWAY LTD
106, 2 Parklands Way,
Maxim Business Park
Motherwell
ML1**

For PROPERTY ADDRESS.....

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Agents duties

- To** advise anticipated monthly rental value
- To** market the property
- To** accompany potential tenants to viewings
- To** take references and verify suitability of potential tenants
- To** compile a tenancy agreement / serve notices with the Tenant, on behalf of the Landlord

Initials.....

- To** prepare and document an inventory / schedule of condition of the property
- To** acquire payment from the tenant of the security deposit and 1st months rent in advance
- To** arrange for the tenant to occupy the property, with the Landlords agreement
- To** read gas and electric meters, and pass readings to the Landlord for registration
- To** credit Security Deposit, less outlays on behalf of the Landlord (if applicable) to the Landlords nominated Bank or Building Society Account

Landlords duties / responsibilities

- To** advise mortgagee of intent to let (where applicable) and obtain permission
- To** advise building insurer, contents insurer and property factor (where applicable) of intent to let, and ensure that the property is kept fully insured
- To** arrange for the temporary disconnection of the telephone
- To** furnish the property in accordance with the minimum contents list provided
- To** ensure that the property is cleaned to a high standard (including windows) prior to the commencement of each let
- To** ensure that instructions are provided for the regular maintenance of the garden (if applicable)
- To** ensure that all furniture / soft furnishings comply with the current regulations
- To** ensure that all gas (natural or calor) appliances have been serviced and checked by a CORGI registered tradesman, in accordance with current regulations, and a landlords gas safety certificate be made available to us, as agents, and the tenants, prior to commencement of any tenant agreement. To ensure that this safety certificate is renewed annually thereafter
- To** confirm you understand your duty of care to ensure the electricity supply, equipment and appliances are safe, prior to the commencement of any tenancy.
- To** register as a Landlord with the Local Authority relevant to the property you are letting

Agency Terms

- The** Agent has the authority to sign the tenancy agreement / legal notices on behalf of the landlord
- The** Agent will pass the Tenant/s Security Deposit to the Landlord
- The** Landlord agrees that the agent will deduct monies from the Tenant/s Security Deposit to be reimbursed for outlays spent on behalf of the Landlord, in order to create the Tenancy with the Tenant on his/her behalf, if funds are not provided by the Landlord separately.
- Expenditure** incurred by the Landlord, and deducted from the Tenant/s Security Deposit, will be reimbursed by the Landlord to the Tenant/s Deposit, on receipt of the balance from the agent. The landlord or agent may terminate this agreement by notice in writing, should either party breach its obligations, provided that such breach has been advised to the other, and corrective action has not been taken within a reasonable time. This applies ONLY prior to a tenancy commencing.

Initials

On commencement of the tenancy, responsibility for managing the tenancy reverts wholly to the Landlord.

The agent reserves the right to assign its rights and/or obligations under this agreement (where applicable)

Charges

Tenant Find £350

Advertising costs: Included in the above, a package of web site advertising (www.rightmove.co.uk) (www.lettingweb.co.uk) (www.leturway.com)
Generating instant text and e-mail messages to prospective tenants. 24 hour colour window display and property list advertising, direct dial advertising to relocation agents, blue chip companies.

Tax

Where a landlord resides abroad, a tax form referring to the non-residents landlord scheme will be issued to you by us. This should be completed in order that an approval number is provided for you, otherwise your Tenant will require to hold tax at a current base rate from your monthly rental income, and account to the inland revenue on a quarterly basis, in compliance with the current FICO regulations.

Legal Proceedings

The Landlord undertakes to instruct his/her own Legal Representation, should such proceedings be required to pursue the Tenant on the basis of the Tenancy Agreement.

The cost of such proceedings as charged by the acting solicitor or debt collection agency will be paid for by the landlord. It is expressly recommend that the Landlord considers relevant Landlord Insurance.

Initials.....

Upon signing this agreement

The landlord has authorised the agent to register the landlord with the Local Authority in which the property is let (only if specifically instructed)

The landlord has authorised the agent NOT to act as managing agent

The landlord has authorised the agent NOT to act in the event of any insurance claims

The landlord has authorised the agent to instruct the landlords gas safety inspection

The landlord has authorised the agent to instruct a PAT test on the electrical installation / appliances (if applicable)

The landlord confirms receipt of our Landlord Repairing Standards Pack and agrees to comply fully with same.

I / We fully understand and agree to the terms of this agreement:

Landlord /s signature

On behalf of Let UrWay Ltd

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Date