

duncan
yearley

Lettings Services For Landlords

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With Duncan Yardley you can be sure that everything related to you and your property will be dealt with efficiently and professionally

We provide three levels of service, providing flexibility whether you're happy to be a hands-on Landlord or if you'd prefer us to take care of everything for you for the duration of the tenancy.

Set up fee: £234 incl VAT (for Rent Collection and Fully Managed Services)

This includes providing guidance on compliance and any required property improvements, producing a full colour brochure, floorplan and virtual tour, marketing the property on Rightmove, OnTheMarket and our own website and online TV channel, conducting accompanied viewings, tenancy negotiations and agreement and deposit registration and protection.

	Fully Managed 12% (10% +VAT)	Rent Collection 9.6% (8% +VAT)	Let Only 7.2% ¹ (6% +VAT)
The service includes:			
Advertising the property across various media	●	●	●
A virtual tour, full colour brochure and floorplan	●	●	●
Conducting accompanied viewings	●	●	●
Organising tenant references and contracts	●	●	●
Full inventory including photos ²	●	●	●
Overseeing tenant check-in ²	●	●	●
Collection of first month's rent and deposit	●	●	●
Registering the deposit with an approved scheme	●	●	
Collection and remittance of monthly rent	●	●	
Monthly landlord statements	●	●	
Quarterly property inspections	●		
Handling of all tenant queries	●		
Maintenance and repairs arranged ³	●		
Rent & legal protection insurance ²	●		
Overseeing tenant check-out	●		

¹ Of the annual rent ² There is an additional cost for this service ³ Paid for by the Landlord
All prices quoted are inclusive of VAT at 20%

As a long-established independent, family run business, we pride ourselves on offering a personal and flexible service to suit your individual requirements

We can help you with every aspect of the process, including:

- Arrange EPCs and Gas Safety Certificates, a legal requirement for rental properties, as well as electrical inspections
- Advertise the property across various media, including Rightmove, OnTheMarket and our website
- Produce a virtual tour and full colour brochure with floorplan
- Proactively contact our extensive list of registered tenants
- Conduct accompanied viewings on your behalf
- Carry out comprehensive tenant referencing and credit checks
- Negotiate tenancy terms and draw up the agreement
- Arrange the inventory and check-in process
- Register and protect the tenant's deposit with TDS
- Organise landlord insurance, including rent protection and legal cover
- Undertake quarterly inspections for managed properties.

Client Money Protection (CMP) provided by:



National Federation of Property Professionals

Independent Redress provided by:



Members of:



Feedback from our Landlords...

"We currently let two properties through Duncan Yeardley and were impressed from the start with their professional approach and personal service. All requests are dealt with promptly and they do go the extra mile compared to other agents. We definitely recommend this company!"

"I contacted several local agents to let my property. I was impressed by Helen's friendly but professional approach. Her valuation was spot on and the asking letting price was achieved. I will have no hesitation using them again when my other properties in the area become vacant and would highly recommend Duncan Yeardley."

"I could not be happier that I chose Duncan Yeardley to handle the letting of my flat. I called a few Estate Agents but as soon as I spoke to Helen I knew I'd go with them. She has been fantastic, so helpful and made the process so easy. I would highly recommend Duncan Yeardley!"

Some additional fees may be payable during the course of a tenancy:

Withdrawal by Landlord (before tenancy begins)	Set-up fee + one week's rent
Inventory (dependent on size of property)	From £125 to £200
Check-in (dependent on size of property)	From £100 to £160
Deposit Registration (let only service)	£36 incl VAT
Renewal fee	£90 incl VAT
Re-let fee (fully managed & rent collection)	£120 incl VAT
Administering Inland Revenue payments (for non-resident landlords)	£60 incl VAT per quarter
Additional property visits (beyond those agreed)	£60 incl VAT
Management of works costing £1000+	£120 incl VAT
Dealing with insurance claims for £1000+	12% of the claim

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