



**Curlett
Jones**
Lettings

Curlett Jones Lettings
631 Lord Street
Southport PR9 0AN

Curlett Jones Lettings
18 Crosby Road North
Waterloo L22 4QF

01704 537 950 0151 673 1239

www.CurlettJones.co.uk Hello@CurlettJones.co.uk

Our Landlord Services

Tenant Find ONLY - £495.00 - Fixed Fee + VAT

- Rental Valuation
- Professional Photography
- Full Marketing & Property Advertising
- To Let Board
- Full Reference Checks –
Financial – Employment – Landlord – Right to Rent
- Tenancy Agreement Set Up
- Collect First Months Rent
- Collect Deposit
- Update Tenant with
Rent Payment Info
- Deposit Protection with TDS
- Arranging Safety Certificates

Essential Management - 12% + £395.00 Tenant Find + VAT

- In Addition to all included with
Tenant Find
- 24 / 7 Help Line
- Monthly Statements
- Monthly / Regular Payments
- Ongoing Rent Collection
- Rent Arrears Management
- Instruct & Liaise with 3rd Parties
- Keys Held
- Non Resident Landlord Tax NRL8
- All Communications with Tenant(s)
Through Us
- Arrange Contractors & Obtain
Quotes for Required Works
- Management of all Repairs &
Maintenance



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Additional Options & Fees

Service		Tenant Find Only	Essential Management
Deposit Management	£50.00	✓	
Inventory (Check-in/Out)*	£150.00	✓	
Renewal of Tenancy	£120.00	✓	
Hourly Rate	£80.00 per hour, minimum fee £80.00	✓	✓
Issuing of Notices (e.g. Section 21)	£75.00 per notice	✓	✓
Property Visit Report	£150	✓	✓
Furniture Pack	See Brochure	✓	
Pre Tenancy Work	12% of overall cost	✓	
Key Holding (Once Tenant has moved in)	£10.00 per month	✓	
Compliance Audit	£150.00	✓	
Vacant Property Visits	£80.00 per visit	✓	
Post Handling and Redirection Fee	£50.00	✓	
Utilities Management	£50.00	✓	
Managing Deposit Return and Dispute	£75	✓	✓

Information correct as of March 2025 and are subject to change. For most up to date fees contact your agent.



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Additional Options & Fees

Service		Tenant Find Only	Essential Management
Deposit Management	£25		
Inventory (Check-in/Out)*	£150.00		
Rent Guarantee	Contact for pricing		
Renewal of Tenancy	£75		
Transfer of Property New Landlord Fee	£250		
Administration of Rent Guarantee Claim	£125		
Court Attendance	£250 all day of part thereof		
Bailiff Attendance	£95		
Landlord Rescue Service Set Up	£395		
Furniture Pack	Ask for brochure		
Vacant Property Visits	£50		
Post Handling and Redirection Fee	£50		



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Additional Options & Fees

Service		Tenant Find Only	Essential Management
Rent Increase Management	£25		
Contractor Management	£150.00		
Refurbishment Management	Contact for pricing		

Premium Management - 18% + £395.00 Tenant Find + VAT

Our Premium Management Service is the same as our Essential Full Management Service but with the following exceptions:

		Tenant Find Only	Premium Management
Detailed Property Visit Report	Included		
Administration of Rent Guarantee Claim	Included		
Annual Portfolio/Property Health Check and Review with Director	Included		
Deposit Management	Included		
Premium Marketing Package	Included		