

Client Fee Structure

- Property Marketing Only
Half First Month's Rent (subject to minimum of £350)
- Full Management Service
Monthly Factoring Fee at 9.5% of Monthly Rental
- Inventory Fee - £80
- Lease Extension Renewal - £75
- Marketing Fee - £100

Please note that all prices quoted are exclusive of VAT



Getting Started

- Before becoming a Landlord there are a number of criteria you and your property must meet. Here at AM - PM we are more than happy to guide you through these processes.
- First and foremost you **must** be registered as a Landlord. This can be done by applying to Aberdeen City Council directly or online at www.landlordregistrationscotland.gov.uk
- The furniture and furnishings within the property are required to meet regulations for fire and safety **before** you can let. They must display appropriate labels.
- The property **must** meet gas safety regulations and as such requires an annual check and record. By choosing AM - PM's full factoring service we will arrange for this to be carried out by one of our trusted contractors on your behalf.
- There is legislation governing safety of electrical equipment and appliances. These are tests that ensure regulations are met and we can have this arranged on your behalf under the full factoring scheme.

Looking After All Your Property Needs From

AM - PM

ABERDEEN MORTGAGE AND PROPERTY MANAGEMENT



Premier Leasing Agents

Whether it's your first venture or you're a seasoned veteran on the property ladder here at **AM - PM** we can look after all of your letting needs

The benefits of becoming a Landlord with... **AM-PM**

- Let your property with AM - PM and just sit back as we do all the hard work for you
- With a monthly factoring fee as low as 9.5% you'll be receiving much more of your property's value than with other agents in town
- Benefit from your property being marketed in our prestigious property shop at 441 Union Street, Aberdeen
- Using our membership of Citylets, your property will benefit from being marketed on Scotland's largest letting portal, our own highly publicised website and 5 other well known letting websites
- Property marketed in local press



AM-PM Leasing Services

1. Property Marketing Only

- Property marketed in Property Shop at 441 Union Street, Aberdeen
- Property marketed in Citylets and our own website
- Property marketed in local press
- Credit checks for all tenants
- References taken for all tenants
- Deposit collection
- Short Assured Lease prepared and signed

2. Full Management Service

- Rent collection and statements
- Prompt written pursuit of tenant for late rent
- Electronic rent payment to landlord
- Annual rent summary statement
- Transfer services into tenant's name
- Management and maintenance of arising issues
- Property Inspections every three months
- First point of contact for repairs

3. Inventory Fee

- A list of all movable items included in the lease will be prepared and signed by the tenant and checked upon termination of the lease.

4. Lease Extension Renewal

- We will negotiate a lease extension on your behalf to include favourable terms and attend to all the necessary paperwork.