

# Step by step guide to successfully letting your Lancaster property



## Take it one step at a time...

*"Just as when you're selling your home, presentation is key..."*

*The more welcoming and attractive your home looks, the easier it will be for you to find the perfect tenants.*

*When a tenant moves into a well presented home, they are much more likely to look after it!"*

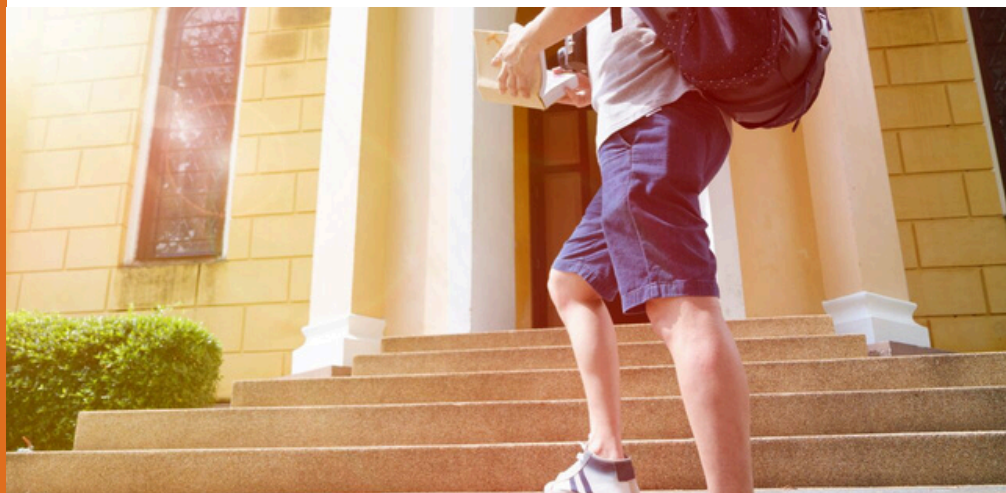
Letting out your property for the first time can be a daunting prospect.

- How do you decide how much rent to charge?
- How do you find the perfect tenant?
- What do you do if things go wrong?

Here at JDG we've helped hundreds of landlords in Lancaster and Morecambe let out their property and find good tenants for their home.

We have up to date knowledge of all the relevant legislation, and we have local contractors on hand to deal with any problems at your property.

That's why we've put together this step by step guide to help put your mind at ease.





## Step 1. Get a valuation

How much rent can you expect to get for your property?

You can ask a few different lettings agents for their expert opinion, and then choose the agent who you feel will give you the best service and find the best tenants.

At JDG we offer free rental market appraisals - we will look at the current rental market as well as the condition and unique features of your property.

Our aim is to get you a fair rental price for your home, with the right tenants, and avoid it sitting empty. It is important to consider your long term goals. You may get a variety of prices but the highest may not always be the best - you need to consider a sensible price to encourage a long term tenancy rather than a high turnover of tenants, expensive void periods and lots of new tenancy setup fees to pay!

We also offer a rent guarantee scheme which ensures that you will continue to receive rent even if your tenant's circumstances change.

Look at the different packages offered by lettings agents, and ask your friends and neighbours for recommendations.





## Step 2. Prepare your home for rent

Once you've selected your letting agent, you'll need to get your home ready to attract new tenants.

Just as when you're selling your home, **presentation is key**.

Decide whether you'll be offering the property on a furnished or unfurnished basis - there are pros and cons to each - and make sure it is clean, tidy and uncluttered throughout. Finish off any outstanding DIY jobs, and get it ready for your new tenants to move in.

There are lots of laws in place that mean you must ensure your home meets a decent standard and that includes making sure it is safe and free of potential hazards.

The more welcoming and attractive your home looks, the easier it will be for you to find the perfect tenants and the more likely they are to look after it.

## Legal Checklist

- ✓ Energy Performance Certificate ('E' or above)
- ✓ Smoke Detectors on each floor
- ✓ CO Detectors near any fuel burning appliance
- ✓ Electrical Safety Certificate
- ✓ Gas Safety Check (If applicable)



# Step 3. Market it



Once your property is ready, its time to gather the all important marketing material.

We use the latest tech to get the highest quality photos, including virtual tours and detailed floorplans - first impressions are so important!

We can then put together an online advert with all of this media and an informative description to attract applicants to your property.

Now it's time to spread the news and let people know your property is available to rent.

We advertise all our properties through online portals such as Rightmove, Zoopla, etc, as well as Facebook, website, and via email directly to our growing database of potential tenants in Lancaster.



## Step 4. The Application Process

We do things a bit differently to other agents. Due to the unprecedented demand on the rental market, we want to reduce the number of unqualified viewings and people traipsing around your property to the most serious viewers who you would be happy to let to.

Instead, we offer all of our applicants a chance to view a virtual tour of the property to see if they like the look of it. If they do, they can submit an application form which we have created to ask all of the important questions.

After a few days, we will send you an online link so that you can review the applications that have come in and create a shortlist of 3 or 4 applicants who you would be happy to have as tenants.



The next step is to show your selected applicants around . We always provide accompanied viewings, so you have added peace of mind. Our staff are trained to point out all the best bits about your property, and ask all the right questions.

We provide you with regular feedback following viewings, too.

If your chosen applicant is happy to proceed following a viewing, we can then move onto referencing. If more than one applicant wants to proceed, we will have a chat with you so we can make a final decision.



## Step 5. Accepting your new tenants

After we have settled on an applicant, its time to start the referencing to confirm all of the information provided on the application form.

We partner with a company called Goodlord who carry out in-depth checks including credit checks, income checks and, where available, previous landlord references. They use the latest verification techniques and anti-fraud technology.

Landlords also have an important legal responsibility to carry out a right-to-rent check to ensure your tenant has a legal right to live in the UK. This applies to every occupier of the property over the age of 18. We organise this check for you in the first instance and, on our managed package, we do any required follow up checks too.



Once everything has passed, we can then arrange a moving in date to suit both you and your tenants. Once agreed, we will send out the legal paperwork electronically for all parties to read and sign via Goodlord. This will also include copies of all of the legally required certificates and create an audit trail for all parties.

In the meantime, a comprehensive, photographic inventory will be produced, just before the tenant moves in to help set the bar for what we expect at the end of the tenancy!

We then facilitate the key handover on moving day and provide the tenant with any important information they need to know.





And that's it. We hope this guide will help make the process of becoming a landlord as smooth and enjoyable for you as possible.

If you would like to discuss renting out your home, or buying a property to let, simply give our Lettings Manager, Josh, a call on 01524 843322. We're here to answer any questions you may have about the lettings process.



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