

Lettings & Property Management



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jdj
sales & lettings

Letting a Property in the UK – The Law

Our fully managed service is designed for those landlords who want a hassle free life.

The UK government certainly like to keep landlords and agents on their toes with ever changing laws and legislation. The list in the blue box shows just how many different pieces of legislation apply to private renting in the UK – and it is ever growing.

Whether you decide to manage the property yourself on a let only basis or take advantage of our comprehensive, fully managed package, these rules and regulations need to be followed.

We look after all sorts of different properties for our fully managed landlords and ensure these standards and legal requirements are met.

Our contacts across the industry work together to understand and develop systems to manage both current and new pieces of legislation. This, alongside valuable training that our staff go through, helps to ensure peace of mind that your property is in safe hands and above board

The JDG Property Management and Lettings Service Explained

Welcome to JDG Estate Agents, your local letting experts across Lancaster and Morecambe.

Letting your property is a big commitment and can sometimes been a daunting prospect but we are here to help.

As a landlord you want professionalism, efficiency and trust.

As your agent we guarantee this, whilst managing your property as if it was our own. We are extremely thorough and careful in finding you the right tenant. We need to be confident that every tenant will not only pay their rent on time, but will respect and take care of your property.


Accommodation Agencies Act 1953
Assured Tenancies and Agricultural Occupancies (Forms) Regulations 1997
Anti-Social Behaviour Act 2003
Building Act 1984
Building Regulations 1991
Building Regulations 2000
Business Protection from Misleading Marketing Regulations 2008
Construction (Design and Management) Regulation 2012
Consumer Contracts (Information, Cancellations and Additional Charges) Regulations 2013
Consumer Protection (Distance Selling) Regulations 2005
Consumer Protection Act 1987
Consumer Protection from Unfair Trading Regulations 2008
Consumer Rights Act 2015
Consumer Rights Act 2015 Part 2
Control of Asbestos Regulations 2012
Control of substances Hazardous to Health Regulations 2002
Cost of Leases Act 1958
Council Tax (Chargeable Dwellings Order) 1992
Council Tax (Additional Provisions for Discounts Disregards) Order 1992
Data Protection Act 1998
Data Protection Act 2018
Defective Premises Act 1972
Deregulation Act 2015
Distress for Rent Act 1737
Electrical Equipment (Safety) Regulations 1994
Electricity Act 1989
Energy Act 2011
Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015
Energy Performance of Buildings (Certificates and Inspections)(England and Wales) Regulations 2007
Energy Performance of Buildings (England and Wales) Regulations 2012
Environmental Protections Act 1990
Equalities Act 2011
Equality Act 2010
Finance Act 1995
Furniture and Furnishings (Fire) (Safety) (Amendment) Regulations 1989
Furniture and Furnishings (Fire) (Safety) (Amendment) Regulations 1993
Furniture and Furnishings (Fire) (Safety) (Amendment) Regulations 2010
Furniture and Furnishings (Fire) (Safety) Regulations 1988
Gas Safety (Installation and Use) Regulations 1998
Gas Safety (Installation and Use) (Amendment) Regulations 2018
General Data Protection Regulation (GDPR) (EU) 2016/679
Health and Safety at Work etc. Act 1974
Homes (Fitness for Human Habitation) Act 2018
Housing (Management of Houses in Multiple Occupation) Regulations 1990
Housing (Tenancy Deposits)(Prescribed Information) Order 2007
Housing Act 1980
Housing Act 1985
Housing Act 1988
Housing Act 1996
Housing Act 2004
Housing and Planning Act 2016
Housing and Planning Act 2016 (Banning Order Offences) Regulations 2018
Housing and Planning Act 2016 (Database of Rogue Landlords and Property Agents) Regulations 2018
Housing Health and Safety Rating System
Housing Health and Safety Rating System Regulations 2005
HSE Approved Code of Practice L8 Legionnaires 2013
Immigration Act 2014
Immigration Act 2016
Landlord & Tenant Act 1730
Landlord and Tenant (Covenants) Act 1995
Landlord and Tenant Act 1927
Landlord and Tenant Act 1985
Landlord and Tenant Act 1987
Landlord and Tenant Act 1988
Law of Property (Miscellaneous Provisions) Act 1989
Law of Property (Miscellaneous Provisions) Act 1994
Law of Property Act 1925
Leasehold Property (Repairs) Act 1938
Licensing and Management of Houses in Multiple Occupation and other houses



Josh Heron
Lettings Manager

The Law & The Basics

All of the laws on either side can apply to rental properties. The basics to the right are 'the easy bits' and must be in place prior to a tenancy being taken.



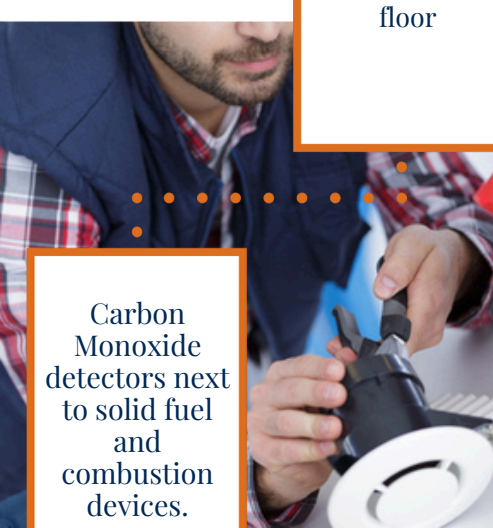
An in-date EPC with a grade 'E' or above



An in-date Gas Safety Certificate for all gas appliances



Working smoke alarms on each habitable floor



Carbon Monoxide detectors next to solid fuel and combustion devices.

(Miscellaneous Provisions) (England) Regulations 2006
 Licensing of Houses in Multiple Occupation (Prescribed Descriptions) (England) Order 2006
 Limitation Act 1980
 Local Government (Miscellaneous Provisions) Act 1976
 Local Government (Miscellaneous Provisions) Act 1996
 Localism Act 2011
 Low Voltage Electrical Equipment Regulations 1989
 Management of Health and Safety at Work Regulations 1999
 Management of Houses in Multiple Occupation (England) Regulations 2006 MHCLG
 How to Rent Guide
 Misleading Marketing Regulations 2008
 Money Laundering Regulations 2007
 Money Laundering Terrorist Financing and Transfer of Funds (Information on the Payer) Regulations 2017
 Noise and Statutory Nuisance Act 1993
 Noise Act 1996
 Notices to Quit (Prescribed Information) Regulations 1980
 Occupiers Liability Act 1957
 Occupiers Liability Act 1984
 Part P Building Regulations (Electrical Safety in Dwellings)
 Party Wall Etc Act 1996
 Plugs and Sockets (Safety) Regulations 1994
 Property Misdescriptions Act 1991
 Protection from Eviction Act 1977
 Protection from Harassment Act 1997
 Rent Act 1977
 Rent Acts (Maximum Fair Rent) Order 1999
 Rent Books (Form of Notices) Regulations 1982
 Rent Regulation (Cancellation of Registration of Rent) Regulations 1980
 Section 8
 Section 21
 Selective Licensing of Houses (Additional Conditions) (England) Order 2015
 Selective Licensing of Houses (Specific Exemptions) (England) Order 2006
 Service Charges (Summary of Rights and Obligations and Transitional Provisions) (England) Regulations 2007
 Smoke and Carbon Monoxide Alarm (England) Regulations 2015
 Smoke and Carbon Monoxide Alarm (Amendment) Regulations 2022
 Smoke Detector Act 1991
 Tenancy Deposit Protection
 Tenancy Notices and Prescribed Requirements Regulations 2015
 Tenant Fees Act 2019
 The Assured Tenancies and Agricultural Occupancies (Forms) (Amendment) (England) Regulations 2003
 The Domestic Minimum Energy Efficiency Standard (MEES) Regulations
 The Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020
 The Homes (Fitness for Human Habitation) Act 2018
 The Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007
 The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018
 The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018
 The Management of Health and Safety at Work Regulations 1999
 The Proceeds of Crime Act 2002
 The Redress Scheme for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc) (England) Order 2014
 The Redress Schemes for Lettings Agency Work and Property Management Work (Approval and Designation of Schemes) (England) Order 2013
 The Regulated Tenancies (Procedure) Regulations 1980
 The Terrorism Act 2000
 TORTS (Interference with Goods) Act 1977
 Town and Country Planning Act 1990
 Town and Country Planning (Control of Advertisements) Regulations 2007
 Unfair Contract Terms Act 1977
 Unfair Terms in Consumer Contracts (Amendment) Regulations 2001
 Unfair Terms in Consumer Contracts Regulations 1999
 Renters Rights Act 2025

This list isn't exhaustive - it is ever growing!

The Pre-Tenancy Process

1

Valuation

It begins from the first visit to your property when we will discuss the rental you'll achieve and the best ways to maximise this. We will look at the option available and advise accordingly.

2

Take on Appointment

Once you have decided whether you are going to offer the property furnished or unfurnished and we have agreed an asking price for the rental one of our team will visit your property to take photos and measurements ready for the advert

3

Advert Creation, Approval & Terms Signed

We will then put together a high quality advert, complete with a floorplan and virtual viewing which really makes it stand out online. Once you have signed the terms, it is time to go live!

Go Live

Your property will be advertised online on Rightmove, Zoopla and many other online platforms.

4

5

Viewings

We will collect applications based on the video viewing of the property and present these to you. Once you have decided on your preferred applicant, or a shortlist of a few, we can then arrange physical viewings.

Referencing

Once the viewing has gone ahead and the applicant confirms they are happy to proceed, we will then begin the referencing and right-to-rent checks to confirm all of the important details before we move onto contracts.

7

Dates Agreed & Move In

Once the references come back and if they are satisfactory, we will arrange for them to sign a 6 or 12 month assured shorthold tenancy agreement and pay the deposit and the first month's rent.

6

The JDG Service

The JDG Managed Service

This is the all inclusive option. From day one we chat with you and get your property on the market and take the process from start to finish. Here is what you can expect:

- Inspect and estimate the rental value of your property
- Professional photos and 360 tour created
- Brochure prepared for advertisements and internet
- Application Management
- Accompany all prospective tenants to viewings
- Preparation of the tenancy agreement and legal paperwork with digital signing
- Credit check and verify tenants references including right-to-rent where applicable
- Carry out relevant sanctions checks on everyone involved in the tenancy
- Professional photographic inventory
- Hold rental deposit with The TDS
- Collect rent from the tenant on agreed periodic basis
- Prepare monthly statements & yearly income and expenditure reports upon request
- Provide a landlord app for 24/7 access to accounts, property info and maintenance
- Contact the relevant utilities and council tax of a change of occupier
- Make regular inspections of your property
- Deal with all queries and requests from tenant
- Arrange repairs, quotes and maintenance on your behalf using the Street App
- Manage the check-out process
- Keep you and your property up to date with legislation and legal requirements

Monthly Fee: 12% Inclusive of VAT

New Tenancy Setup Fee: £360 Inclusive of VAT

Rent Protection and Legal Expenses

£36 inc VAT monthly or £400 inc VAT up front annually

In today's economy, rent arrears remain a continual concern, that's why it's never been more important to protect your investment.

In partnership with our referencing provider, we provide a comprehensive rent protection service designed to provide peace of mind if a tenant defaults on the rent and/or breaches the tenancy agreement with nil excess.

If a tenant falls behind on their payments we will send polite reminders but, if we have had no response or payments after 14 days, we inform our partner and they then begin proceedings to get the rent back. They will pay the rent on behalf of the tenant, 30 days in arrears every month until the property is empty. They also cover the legal costs involved in obtaining possession of the property due to rent arrears plus other benefits.

The Let only service

If you decide to manage the property yourself we will find you a tenant, get them moved in and then hand over to you. From there they will pay rent direct to you and get in touch with any maintenance issues. You will need to ensure you keep all your relevant documents and ever changing laws up to date. Here is what you can expect from JDG:

- Professional Photos, Tour & Floorplan
- Advertising across multiple platforms and mediums
- High Quality Viewings
- Fully Comprehensive Referencing
- Digitally Signed Contracts and all the legal paperwork required by law
- A high quality photographic inventory
- Handling and protection of the deposit
- Contact details shared with both parties ready for move in.

Let Only Setup Fee First Month's Rent inc VAT

Other Fees

The fees displayed on this page cover all of the standard management of your property with no hidden fees or inflated maintenance costs. There are however some situations that could incur additional fees:

- Landlord pulling out of an agreed let, except in the event of failed references - £100 inc VAT
- Non registration of landlord on Non-resident landlord scheme - £75 inc VAT per year
- Landlord putting energy accounts in agents name - £100 inc VAT
- Introduced tenant goes on to purchase the property - 1.2% inc VAT fee payable upon exchange



9 steps to letting with JDG



1

Your property is in safe hands with JDG

We believe that our relationship with you should be built on trust.

We take pride in promoting your property to let, as we would a property for sale. We will produce a high quality advert, together with a strategic marketing package. As a landlord you want professionalism, efficiency and trust. As your agent we guarantee this, whilst managing your property as if it were our own.

2

Our services

We can tailor our service and package to meet your needs.

Full Management

With our 'Full Management' service, we look after everything for you. This includes: rent collection, property inspections, management of repairs and maintenance and more.

Let Only

If you would like us to find you a quality tenant but you take over the management yourself, the 'Let Only' package would best suit your needs.

3

A Long-term relationship

Built on professionalism and trust. We're proud to have long-standing and successful relationships with both our landlords and tenants. Every individual client is important to us.

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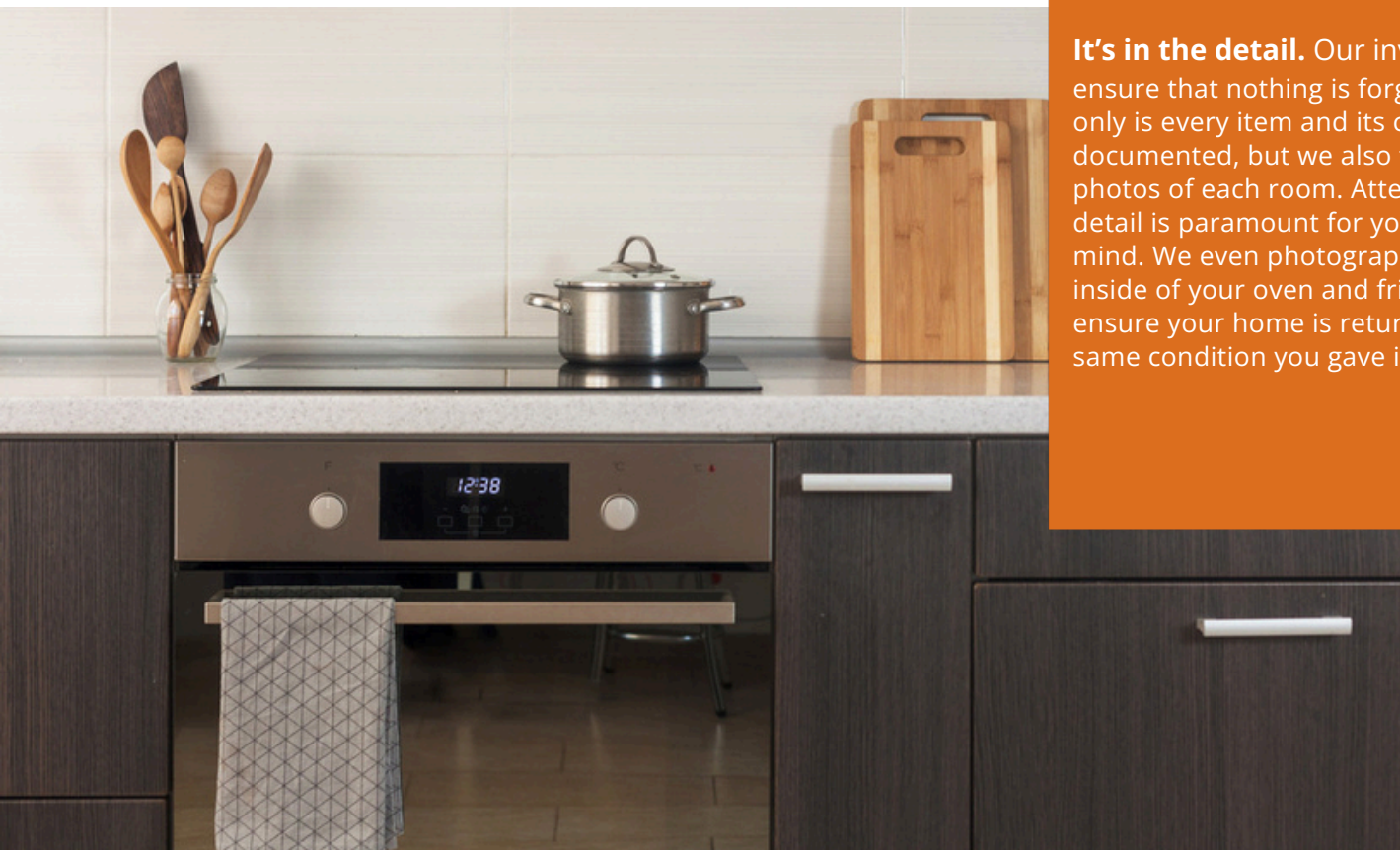
Finding the ideal tenant

Your investment matters to us. We are extremely thorough and careful in finding you the right tenant. We need to be confident that every tenant will not only pay their rent on time, but will take complete care of your property. Our checks include: credit checks, employment references and landlord references. We select the right places to advertise to attract the most suitable tenants.

5

Our property inventories

It's in the detail. Our inventories ensure that nothing is forgotten. Not only is every item and its condition documented, but we also take photos of each room. Attention to detail is paramount for your piece of mind. We even photograph the inside of your oven and fridge to ensure your home is returned in the same condition you gave it to us.



6

The check in

Clarity for your tenants. It is important that your tenant knows all the basics as well as what is expected of them. Our personal approach allows them to not only understand where the meters are and how the boiler works, but enables them to have any questions they may have answered. Our inventory of your property is explained in detail, making sure there is no confusion.

7

Inspecting your property

Making sure everything is in order.

Choosing our fully managed service includes periodic inspections of your property. We are here to make sure your tenant is taking complete care of your investment. If you have chosen to manage your own property, we encourage you to undertake regular inspections.



Needing repairs?

Know a man that can? Just like your own home, your property may require repairs and maintenance from time to time. Your tenant needs this to be done as swiftly and professionally as possible. We work closely with a maintenance team who guarantee a quality finish. If you have chosen our 'Fully Managed' service, this will be taken care of for you. We can also use your preferred tradesman if requested. We believe in looking after your property.

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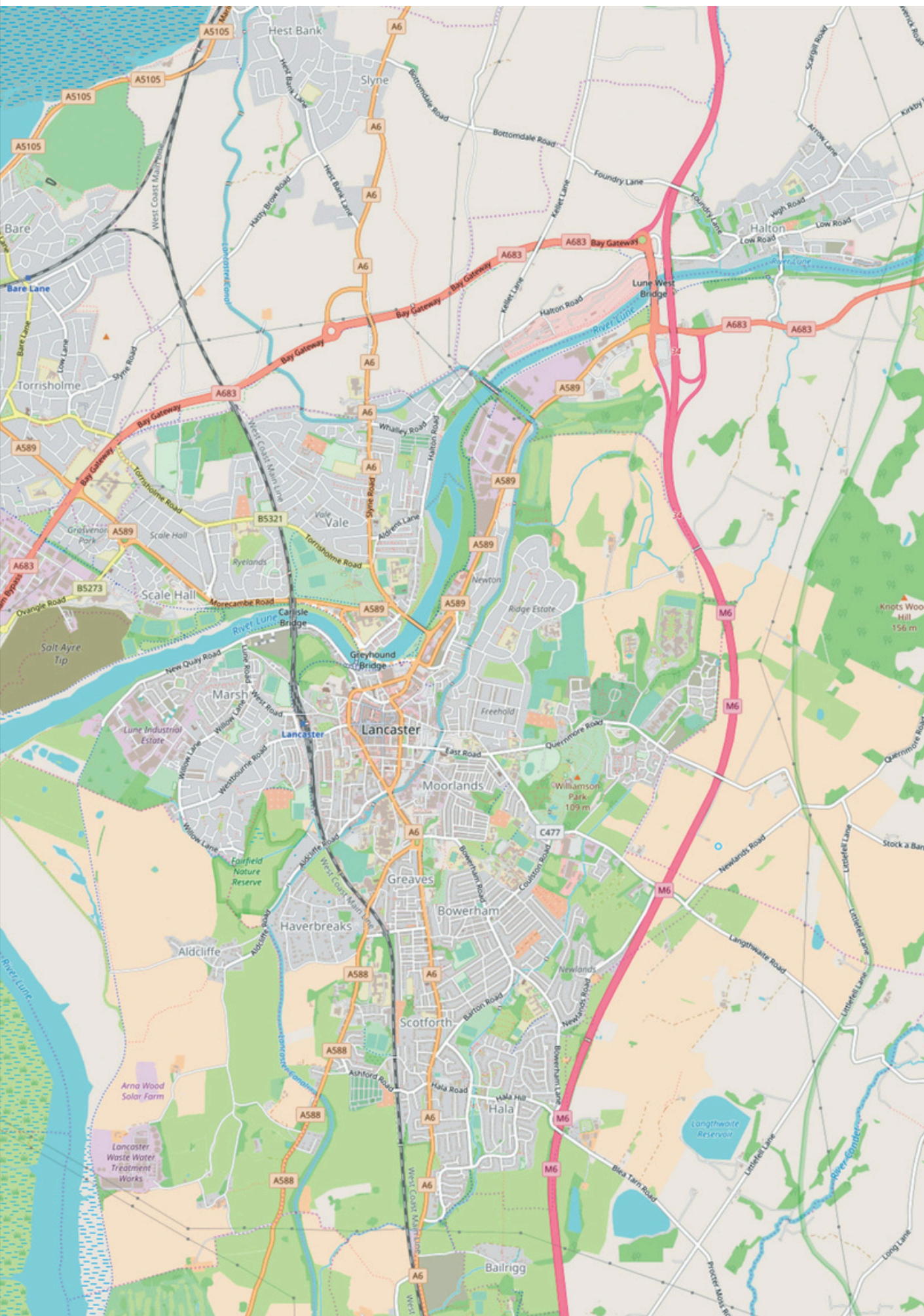
The Checkout

A smooth transition. We are here to make sure everything is as it should be. You expect your property to be left in the same condition as you gave it to us. We ensure this is done. Once we are satisfied that your property is clean, in a ready to go condition and the inventory is in order, the bond is released. We are now ready for your next tenant to make your property their home.



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