



**Bromley
Lettings**

Landlord information pack

At Bromley Council we have a team of experienced Lettings Negotiators that have created a range of lettings products to suit the varying needs of every landlord.

We are looking for properties across London and the South East.

We can offer a tenant finding service with generous and competitive cash incentives right through to a fully managed rent guarantee service provided by our partners at Orchard and Shipman.



THE LONDON BOROUGH

Call our team today

07738 752 580

What will I be expected to provide?

- Energy Performance Certificate showing a rating of E or above
- Valid and satisfactory Gas Safe Certificate
- Valid and satisfactory NICEIC Electric Certificate
- Current building insurance schedule / breakdown of service charges from freeholder showing building insurance
- Proof of ownership
(Land Registry Title / Current Mortgage Statement)
- Smoke alarms fitted at each floor level in hallways
- Carbon monoxide alarms in any rooms that contain a solid fuel burning appliance
- Details of the bank account to which you would like to receive payment
- Property that is in good, habitable condition and conforms to standards set by the Housing Health and Safety Ratings System
- Authorisation from the owner of the property if you are an agent acting on behalf of the landlord
- Completed landlord declaration.

Does the Council provide any tenancy management?

The tenancy is an agreement between the landlord and the tenant. Management responsibilities remain with the landlord, however we may be able to provide you with some advice and support throughout the duration of the tenancy if required. Landlords are required to carry out periodic inspections of the property and maintain contact with their tenant.

When will I receive rent payments?

Rent is due monthly in arrears in accordance with the tenancy agreement. We will assist the tenant with making a claim for Universal Credit (UC) and request that any award for housing costs are paid direct to the landlord. If the tenant is not entitled to any contribution from UC towards housing costs, they will be responsible for ensuring their rent is paid in accordance with the tenancy agreement.



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Tenant Finding Services

Bromley Council offer a comprehensive tenant finding service and introduces landlords to prospective tenants from an extensive pool, helping you let your property quickly and minimising any void loss.

We are able to provide landlords who take part in the scheme with a one off cash incentive of up to £4000.00 and/or a bond in place of the usual cash deposit*.

If you take part in the scheme you will also benefit from:

- No costly agency fees, our service is free of charge saving you on average £1506.00 upfront costs
- A free photographic inventory which we will prepare for you
- A free tenancy agreement which we will prepare for you
- Multiple viewings so you can offer the tenancy to a family of your choice
- Free advice and support throughout the duration of the tenancy
- Tenants that have been given guidance on how to successfully manage a private tenancy and have passed an affordability assessment.

Frequently Asked Questions

What level of rent will I be able to achieve?

Rent levels are based on Local Housing Allowance rates so you will be asked how many bedrooms the property has and its location. We will then be able to tell you the level of rent achievable. You can find out more about Local Housing Allowance and check the current rates by visiting www.lha-direct.gov.uk

What length of tenancy must I grant?

The tenancy must be for a fixed term of between 12 and 24 months, with no break clause which can be renewed after the initial term.



Benefits to Landlords also include:

- **No fees**
- Free advice and support throughout the duration of the tenancy from our highly experienced lettings team
- Free photographic inventory
- Meeting a range of tenants
- Free tenancy agreement
- **Cash incentive of up to £4000***

Why not call us for a chat today?

Our friendly team will be happy to take you through the no fuss process to easier lettings.

Contact our dedicated Lettings Team:

t: 07738 752 580 e: landlords@bromley.gov.uk



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*Subject to terms and conditions. Contact us for further information.