

Established in 2007, St James Lettings has offices in Haywards Heath and Lewes and is able to cover East, Mid and West Sussex. We pride ourselves on our expert local knowledge and professional, personally tailored service.

With high demand in the South East for rental housing of every kind, we are always happy to talk to landlords about expanding their property portfolio or investing in property for the first time. Our team are ready to help you realise your investment return, and help provide a new place to call home for local people in need of good quality accommodation.

Why work with St James Lettings?

- ✓ No obligation property valuation
- ✓ Bespoke management options tailored to you
- ✓ Competitive fees across all services
- ✓ Rent protection insurance for newly instructed managed properties
- ✓ Expert local and tenancy law knowledge
- ✓ 100% of 2021 properties let in 28 days



Lewes and surrounding areas:

St James Lettings Ltd
52 High Street
Lewes
East Sussex
BN7 1XU

01273 980427
info@stjameslettings.co.uk

Haywards Heath and surrounding areas:

St James Lettings Ltd
41 Wivelsfield Road
Haywards Heath
West Sussex
RH16 4EN

01444 441313
info@stjameslettings.co.uk

Our standard fees and charges are listed overleaf. We are always happy to develop a bespoke package that exactly matches your requirements. No obligation advice is always offered free.



Our Core Landlord Services:

Tenant Find Service:

- Rent assessment
- Marketing of the property, via our website, property portals, window displays
- Finding and referencing of tenants
- Comprehensive referencing of the tenants as standard
- Initial Tenancy Agreement

Fee: 2.5 weeks + VAT of the first month's rent (minimum £495.00 + VAT)

Rent Collection Service:

- Tenant Find service, plus
- Setting up the tenants' deposit with the DPS (Deposit Protection Scheme)
- Rent collection and transfer of funds to the landlord
- Negotiate rent increases

Fee: 2.5 weeks + VAT of the first month's rent (minimum £495.00 plus VAT) and ongoing 5% + VAT of the monthly rental income

Full Management Service:

- Tenant Find service, plus
- Rent Collection service, plus
- Rent protection guarantee insurance for newly instructed properties
- Periodic property inspections carried out every 3 months
- Manage property repairs and maintenance 24 hours a day

Fee: Set up £395 + VAT and ongoing 10% + VAT of the monthly rental income

Further Available Services and Fees

Inclusive of VAT unless otherwise stated

- Independent referencing per person: £50
- Check in fee: £42
- End of tenancy fee (administration at end of tenancy including closing down of utilities): £90
- Tenancy renewal: £96
- EPC: £90
- Electrical installation condition report: from £200 - £250 + VAT depending on number of circuits
- Gas safe certificate: £85
- Serving of notices: £120
- Setting up tenants' deposit with the DPS (Deposit Protection Service): £36
- Independent Inventory and Schedule of Condition: 12% of first month's rent

