



“

Cardwells found me a great tenant and by managing the house my blood pressure has returned to natural levels (I had previously managed my own tenant) thank god for David Diggle and his Lettings team

”

- IP -

“

Cardwells have looked after our rental house for years now. We don't need to worry about the tenancy, as Andrew, Dave and the team take care of everything for us. There are frequent property inspections, and monthly financial statements, the staff are knowledgeable, cheerful and chatty. We have used another firm previously and are delighted we changed to Cardwells Lettings agency.

”

- JG -

“

Cardwells have managed the rental of my property in Bolton for around the last three years. I live miles away from what was my home town now, and do not have the time or inclination to look after it myself. I have been delighted with the way Cardwells have taken care of everything for me. I get in depth video, photo and written reports on the condition of my property frequently, and get monthly statements regarding the rent which is collected by them and paid straight into my account.

I do not normally write reviews for anyone, but I am writing this so other people can see how pleased I am with the service I receive. Before I rented my property out I had heard various horror stories about what can go wrong. Cardwells have run everything smoothly with no issues and great tenants. Cardwells are highly recommended to all.

”

- CC -

“

Cardwells let and manage a family property for us, they take care of everything on our behalf. They make our life much easier!

”

- EK -

“

Highly recommended! A pleasure to deal with and perfect communication throughout took so much of the stress away. Thank you!

”

- IL -

LETTINGS & MANAGEMENT

11 Institute St,
Bolton, BL1 1PZ
T: 01204 381 281

E: lettings@cardwells.co.uk

BURY

14 Market St,
Bury, BL9 0AJ
T: 0161 761 1215

E: bury@cardwells.co.uk

BOLTON

11 Institute St,
Bolton, BL1 1PZ
T: 01204 381 281

E: bolton@cardwells.co.uk

Independent Estate Agents

Cardwells

Since 1982

Residential

— Rental Service Options —

Since the company was formed in 1982 by my father, Richard, we have strived to deliver outstanding levels of customer service, at fair rates, giving our customers excellent value for money.

I would like to think that this contributes to the volumes of repeat business that we enjoy and some of the wonderful Google Reviews that clients have been kind enough to write (see reverse).

We are to this day a family run company, with professional, qualified letting agents. You can rest assured that we work hard on your rental properties seven days a week, so that you do not need to.

Yours Sincerely,

Andrew R. Cardwell

MSc, BA(Hons), CMgr, FCMI, MNAEA, MARLA, MICBA
Managing Director

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T: 0161 794 3434

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cardwells.co.uk



rightmove Zoopla.co.uk OnTheMarket.com

Inclusions	AT START OF LEASE	Tenant Find Only One Month's rent +VAT subject to a minimum fee of £570 inc VAT (£475+VAT)	Tenant Find & Rent Collection One Month's rent +VAT subject to a minimum fee of £570 inc VAT (£475+VAT)	Fully Managed Three weeks rent +VAT subject to a minimum fee of £480 inc VAT (£400+VAT)
	ONGOING CHARGE		+ 8.4% inc VAT (7%+VAT)	+ 12% inc VAT (10%+VAT) Minimum of £60 inc VAT (£50+VAT)
• Qualified ARLA Propertymark letting Agents standard assured		✓	✓	✓
• To Let Board		✓	✓	✓
• Online marketing, Rightmove, Zoopla, On the market, Cardwells.co.uk		✓	✓	✓
• Bespoke property brochures with measurements, photographs & property notes		✓	✓	✓
• Facebook advertising to 5000+ followers & Advertising on Twitter		✓	✓	✓
• Youtube video published		✓	✓	✓
• Arranging viewings 7 days a week accompanied by experienced staff		✓	✓	✓
• Initial assessment & suitability of tenants		✓	✓	✓
• Independent specialist tenant referencing, to include income check & affordability, current/previous accommodation reference and a right to rent in the UK		✓	✓	✓
• Preparation of first Assured Shorthold Tenancy (lease)		✓	✓	✓
• Choice of deposit scheme or deposit insurance (DPS or Reposit)		✓	✓	✓
• Collecting the holding deposit (if DPS)		✓	✓	✓
• Collection of first month's rent		✓	✓	✓
• Issue current government guidelines to tenants		✓	✓	✓
• Send EPC to tenants		✓	✓	✓
• All client monies monitored & audited by chartered accountants		✓	✓	✓
• All client money protected with Client Money Protection		✓	✓	✓
• Ombudsman Scheme Redress		✓	✓	✓
• HMRC fact reporting		✓	✓	✓
• Liaise with Rental Protection insurance if appropriate		✓	✓	✓
• Advise of gas safety certificate renewal at appropriate time			✓	✓
• Monthly BACS Payment			✓	✓
• Monthly statements			✓	✓
• Chasing any arrears in rent			✓	✓
• Notification of payment progress			✓	✓
• Negotiate terms of lease renewal		£120 (£100+VAT)	✓	✓
• Expert witness schedule of condition report with 100+ photographs & detailed video report		£150 (£125+VAT)	£150 (£125+VAT)	✓
• Periodic inspection visits with photographic report		£60 per inspection (£50+VAT)	£60 per inspection (£50+VAT)	✓
• Expert witness schedule of condition on check out & detailed video report		£150 (£125+VAT)	£150 (£125+VAT)	✓
• Notifying utilities & council of new tenancy, with photos of meter readings		£60 (£50+VAT)	£60 (£50+VAT)	✓
• Issue legal notices as required			£60 (£50+VAT)	✓
• Cardwells to be the point of contact for your tenant seven days a week				✓
• Arrange quotes for any maintenance issues/repairs				✓
• Provide & report evidence of repairs needed & cause/liability to pay				✓
• Instruct approved contractors to carry out said works				✓
• Liaising with Deposit/Reposit schemes				✓
• Providing evidence to Deposit/reposit schemes with any disputes				✓
• Negotiating tenancy holding deposit disputes before adjudication ie damages				✓
• Act as Agent of Necessity in Landlord's Absence in an Emergency Situation (eg fire / flood)				✓

Additional Costs

- Energy Performance Certificate
- Gas safety certificate
- Rent protection insurance 6 months/12 months
- Buildings insurance
- Contents Insurance
- Electrical safety certificate
- Signing of a Statutory Declaration by Solicitor
- Court Attendance

Price

£75
£60
£95/£175/£275 over £2000 pcm
By quote
By quote
By quote
£120 inc VAT (£100+VAT)
£90 Per hour (£75+VAT)

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