

LETTING VALUATION FORM



ADDRESS OF PROPERTY:		POSTCODE:	
NUMBER OF BEDS:	AVAILABLE TO RENT FROM:		
TOTAL RENT (£):		PER MONTH (£):	BOND (£):
Is the month of July full/half rent or retainer*		Is the month of August full/half rent or retainer*	
*if the landlord selects Retainer, then they are responsible for council tax, water, gas and electricity bills. If half rent selected then tenants can occupy the property.			
TYPE OF TENANTS:	Professionals		Overseas students
	Students		6 month students (Erasmus*)
	Housing benefit tenants		Other
*Erasmus Students. These are European Students who are on a placement with the University. They can only sign a 6 month tenancy			
DESCRIPTION:			
Cable phone		Microwave	Washer dryer
Gas central heating		Phone internet point	Washing machine
Double glazing		Tumble dryer	Shower
Dishwasher		Television	Second bathroom
Fridge freezer		Water included (in rent)	Parking/garage
WOULD YOU LIKE A 6, 9 OR 12 MONTH TENANCY			
VIEWING ARRANGEMENTS: without keys we are unable to carry out viewings and will put your property on hold until we have keys.			
KEYS SUPPLIED/NUMBER:		ALARM CODES:	
NAME:		Telephone:	
ADDRESS:			
DATE OF BIRTH:		Occupation:	
I authorise Pinnacle Letting Agents to let the property [and manage it] * for the duration of the tenancy, as stipulated in the Landlord Letting Confirmation Instruction. (*Delete as appropriate)			
I can confirm that soft furnishings comply with the Fire Safety Regulations 1988 and there is a valid gas Safety certificate for the property.			
[I understand that a fee equivalent to a half months rent is payable on letting the property for the Let only service.*]			
[I understand that a fee equivalent to a quarter months rent is payable in letting the property for the managed service.*] (*Delete as appropriate)			
SIGNATURE:		DATE:	

LETTING VALUATION FORM



	Yes	No
Are there currently any tenants residing at the property? Please provide tenants' full name(s):		
Mobile number:		
Would you accept tenants on individual contracts (sharers)?		
Do you require Pinnacle Letting Agents to carry out a Gas Safety Certificate? (if not, then a photocopy must be provided before we can let your property)		
Do you want Pinnacle Letting Agents to carry out a Portable Appliance Test?		
Can we put a sign on the property?		
Is the property HMO registered?		
Managed only - Location of Gas Meter?		
Managed only - Location of water stop tap?		
Managed only - Location of electric meter?		
Managed only - What is the maintenance limit (e.g. £100.00) before we need to contact you for permission? Do you have any special arrangements (e.g. British Gas cover)	£	
Managed only - would you like free text alerts for properties that come up for sale?		
Managed only - will you be based overseas for more than 6 months a year?		
Bank Details Account Name: Account Number: Sort Code: NB. Let only - without bank detail we will only collect 2 post dated cheques		
Are you using another agent? If yes, agent name		
Will you be living in the property?		
How did you hear about Pinnacle Letting Agents?		