



Let Me Manchester

Let Only Landlord Instruction Form:

These terms set out the Agreement between 'you' the Landlord and 'us' Let Me Manchester.

Property Address Postcode:
Owner/s:
Owner Address:
Company Name (If applicable) :

Before signing the agreement, please read the Guide for Landlords which can be found on our website [Let-Me-Manchester \(letme.agency\)](http://letme.agency) hard copy is available on request, this will be updated from time to time and this will apply to and form part of this agreement.

Email Address:
Mobile Number /s:
Landline (Home):
Landline (work):

If you have provided an email address this will be used for sending updates / financial account and any other information related to the management of your property.

Ownership of the above property:

Are you the legal owner?

Y By signing this contract you warrant that you are the sole owners of the property as recorded at the Land registry

N By ticking this box you are stating that, although you are not the owner of the property, you warrant, represent and undertake to Let Me Manchester that you have the authority to sign this contract on the owner's behalf. You also commit to provide appropriate evidence of authority to sign this contract, such as Power of Attorney, Appointment as Agent for the Owner or Appointment as Trustee.

Fees:

Our fee for a tenant find only is £500 this includes conducting viewings, referencing, compliance checks, a full colour photographic inventory and a tenancy agreement.

Let Me Manchester

www.letme.agency / admin@letme.agency / 07515 166664

Banking Details:

Please note that due to Money Laundering Regulations, we will only remit payments to an account held in the name of the Landlord and the account must be held with a UK bank.

Account Name:	Account Number:
Bank Name:	Sort Code:

DATA PROTECTION

I confirm that I understand that the personal data provided on this form will be held securely by Let Me Manchester; it will only be used for the purposes of letting out your properties and will not be used for marketing purposes. I understand this data will not be used by any third parties. (Please cross to confirm your acceptance)

Authorise signatures:

Full Name:	Signed:	Date:
On behalf of:		
Full Name:	Signed:	Date:
Full Name:	Signed:	Date:

LET ONLY SERVICE

For us to be able to provide a Let Only service, we need to provide the tenants with bank account details, an address, email address and telephone number for any issues and notices.

If you are happy for us to provide the ones you have listed above, please cross here.

If there is an alternate, please prove it in the box below;

On Completing this form, please return it back to us with the following items, In order to add your property to our records we will need all up to date certificates/licenses.

- Gas Safety Certificate
- EPC
- Electrical Inspection Certificate

If you don't have some of these or aren't sure which ones are applicable to you, please let our admin team know and we will be happy to assist.

If you are unable to scan these into an email, please post them to.

Let Me Manchester, 3 Stalyhill Drive, Stalybridge, SK15 2TR