



## who are we?

FleetMilne is a young, energetic agency based in waterfront offices at Canal Wharf, just across the bridge from the bars and restaurants at the rear of the Mailbox. Our focus is on doing things properly and efficiently; whilst we are driven to let your property quickly, we will not ask you to compromise on the quality of tenant or level of rent, simply in the interest of doing swift business.

We have a vested interest in the future of your property and hope to continue letting it for as long as you own it, so establishing excellent relations with our clients is of paramount importance.

## how will we market your property?

We have our own interactive website, [www.fleetmilne.co.uk](http://www.fleetmilne.co.uk), where your property will be advertised, plus our office frontage display which includes an LCD screen. We also utilise the major internet search portals such as [www.rightmove.co.uk](http://www.rightmove.co.uk), as well as local magazines such as City Living. Another good source of leads for us is the Virgin Trains Hotline magazine, and we have also found that one of our most productive avenues is actually recommendation by word of mouth. As all good companies should, we have grown to benefit from loyal clients bringing us repeat business.

24 Waterfront Walk  
Canal Wharf  
Birmingham  
B1 1SN

t: 08452 968 688

f: 08452 968 620

e: [lettings@fleetmilne.co.uk](mailto:lettings@fleetmilne.co.uk)

w: [fleetmilne.co.uk](http://fleetmilne.co.uk)

## how do we practice?

Once identified, all tenants provide a deposit equivalent to 1½ months' rent, which we duly register with the appropriate Tenancy Deposit Scheme. We use a professional referencing company to conduct our tenant checks and, quite simply, if a tenant is deemed unsuitable they will not be granted tenancy.

We deal with a large number of corporate clients and will always advise you of the appropriate type of tenancy agreement for each let: Assured Shorthold Tenancy, Company Tenancy, Non-Housing Act agreement etc. We are trained in the legalities of letting and you will be advised every step of the way.

## which service level is for you?

### Find Tenant Only

This is for the more experienced, local and hands-on landlord. We will undertake all work involved in setting up the tenancy, including notification of utility companies and the Council Tax office, and upon signature of the contract we will set up a Standing Order mandate for you to receive rent from your tenants during the tenancy. They will be given your contact details so they can contact you during the tenancy with any questions and problems they may encounter. You will also manage your own inspection at the end of the tenancy.

### Full Management

This service is an all-encompassing one, enabling a landlord to simply hand over keys and we will take care of the rest. FleetMilne will collect rent from the tenants and undertake any necessary chasing should it not arrive, as well as taking care of the day to day management of the property. We have a bank of referenced and approved contractors available for maintenance work at preferential rates, plus a 24 hour emergency call out telephone number should your tenants require assistance outside office hours. The check out process at the end of each tenancy will also be taken care of by FleetMilne, should you opt for the Full Management service.

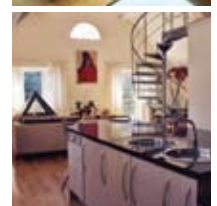
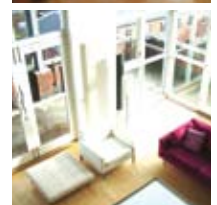
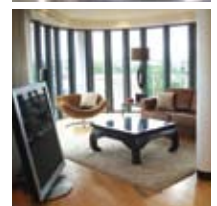
## what's the next step?

Our terms and conditions are enclosed, please take the time to read them thoroughly. All owners are required to sign the terms then simply return them to our offices, at which point we shall place the property on the market and commence looking for tenants. We cannot market any property without signed terms and conditions. We operate a 'no let, no fee' system, meaning there is no cost for you to place your property on the market with us, we will only charge you once we are successful in letting it.

We look forward to working with you...



**fleetmilne**  
residential



24 Waterfront Walk  
Canal Wharf  
Birmingham  
B1 1SN

t: 08452 968 688

f: 08452 968 620

e: [lettings@fleetmilne.co.uk](mailto:lettings@fleetmilne.co.uk)

w: [fleetmilne.co.uk](http://fleetmilne.co.uk)