



LESLEY
GREAVES

estate & letting agents

The MODERN agent with TRADITIONAL values
Lettings

THE MODERN AGENT WITH TRADITIONAL VALUES

In a modern world with new and progressive technologies we are embracing these advances to improve even further on the service we can provide to our clients.

Our team is located under one roof dedicated to working with you to let your property.

The property market is changing and with it the way we shop. The internet has taken over how we search for our homes resulting in window displays generally no longer being required.

Our Gedling Hub is centrally based and the team are still able to welcome our clients to the office but with a difference, our progressive approach will result in the best possible client experience for our clients.

We offer extensive national and indeed global coverage of your property using platforms including Rightmove, Zoopla, Prime Location, OnTheMarket, Country Life and Lesley Greaves website as well as Facebook, Twitter and Instagram.

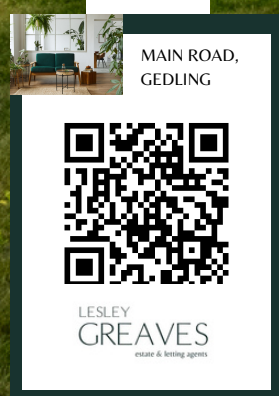
We also have our administration office on a busy high street which has a strong position and presence in Mapperley, this office is dedicated to administration and is by appointment only.

We are a long standing business founded in 2006 and are immensely proud of our fantastic reputation and the team will be here to meet all of your property requirements for many years to come.

Lesley Greaves..... The MODERN agent with TRADITIONAL values!!!



GET 'ON BOARD' WITH OUR NEW LETTINGS BOARDS



Where required we can provide a QR code on your board which links clients directly to our virtual viewing online. This gives clients a clear understanding of the property.



Scan to
take a look

TENANT FIND

Tenant Find service is

50% of the first months
rent with a minimum of
£400.00 plus vat (20%)

For landlords who feel confident
to manage their property
but need help to find
a qualified tenant



Professional photos

Free professional photography as standard



Full referencing service

Each prospective tenant will be fully referenced



Virtual viewing

At Lesley Greaves we film a virtual viewing



Right to rent check

We will carry out a right to rent check on each
prospective tenant



Safety certificates

We can arrange an EPC, Gas safety record, EICR,
Smoke Alarm, Carbon Monoxide Alarm and
Legionella risk assessment for an additional cost



Tenancy agreement

We will draft a comprehensive tenancy agreement
between the landlord and tenant



Accompanied viewings

We will conduct all the viewings



Tenancy renewal

We charge only £50.00 plus vat to renew a tenancy

FULL MANAGEMENT

Right to rent check

Arrangement fee
£400.00 plus vat



Accompanied viewings
We will conduct all the viewings

Management fee
9% plus vat



Full referencing service
Each prospective tenant will be fully referenced

We offer complete peace of mind with
our full management service



Right to rent check
We will carry out a right to rent check on each
prospective tenant



Professional photos
Free professional photography as standard



Tenancy agreement
We will draft a comprehensive tenancy agreement
between the landlord and tenant



Virtual viewing
At Lesley Greaves we film a virtual viewing



Tenancy renewal
We charge only £50.00 plus vat to renew a tenancy



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Legionella risk assessment for an additional cost



Rent collection
Rent collection with prompt payment



FULL MANAGEMENT CONTINUED



Monthly landlord statements

We will send you a monthly landlord statement



Managing non-resident landlord tax

We will manage non-resident landlord tax



Deposit protection

Your tenants deposit will be protected with the deposit protection service (DPS)



Utility and local authority account transfer

We will notify the utility companies and local authority about the change of tenancy and provide meter readings



Inventory and schedule of condition

Free inventory and schedule of condition



Property inspections

Free property inspections at month 3 and then every 6 months



Checkout inspection

Free checkout inspection



Access to our in-house repair and maintenance

We will arrange repairs and maintenance



Urgent maintenance helpline

Tenants can call us out of hours for urgent maintenance issues



Day to day management

We will deal with the day to day management



VIEWINGS

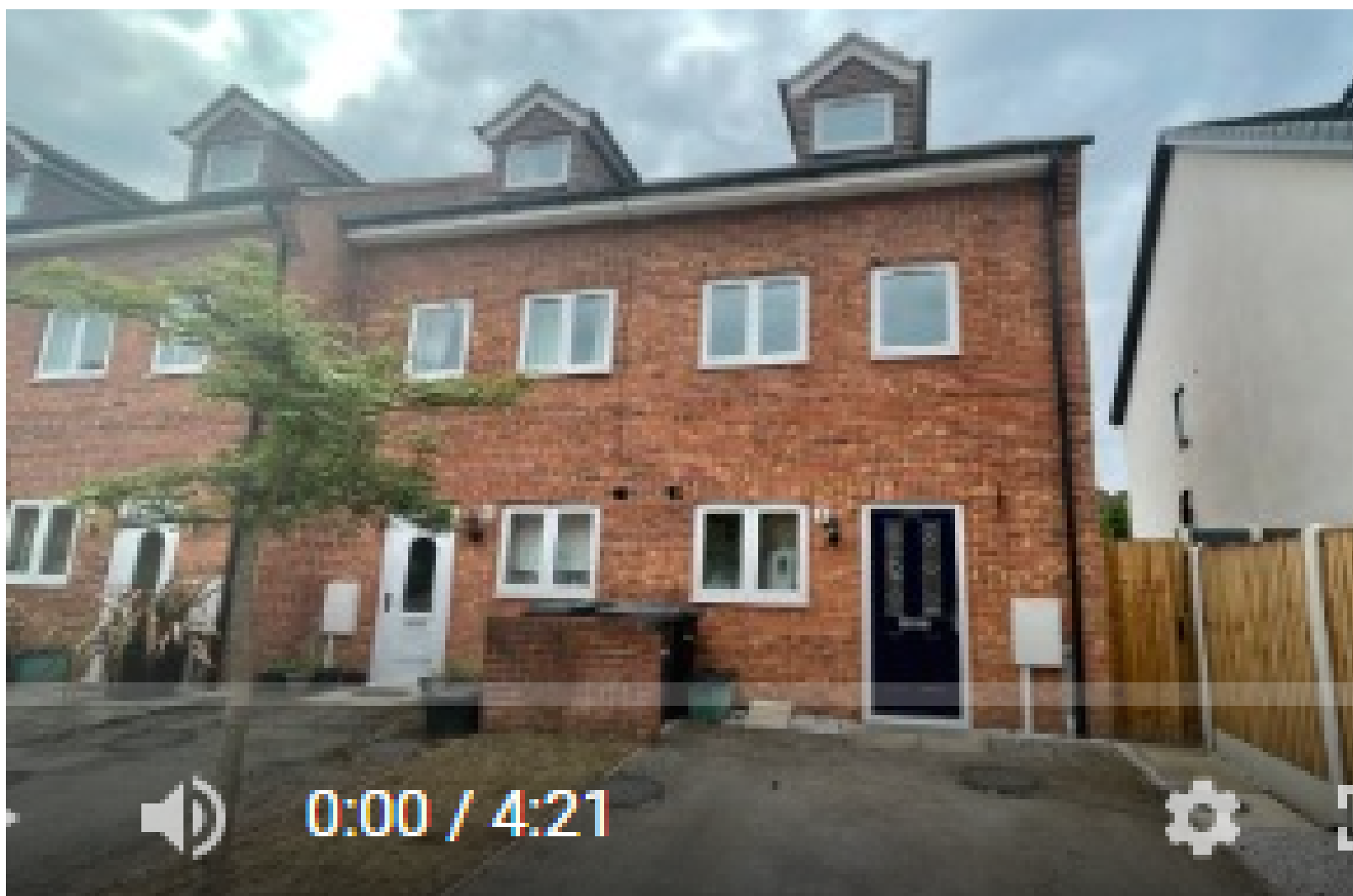
We realise how important viewings are, ensuring potential applicants have a good understanding of the property. We offer different ways in which they can view properties:

- Accompanied viewings
- Filmed viewings



FILMED VIEWINGS

Our filmed viewings help to give a potential buyer an accompanied viewing experience without walking through the door. These are shared on our website, portal and social media.



Scan to
take a look



ACCOMPANIED VIEWINGS

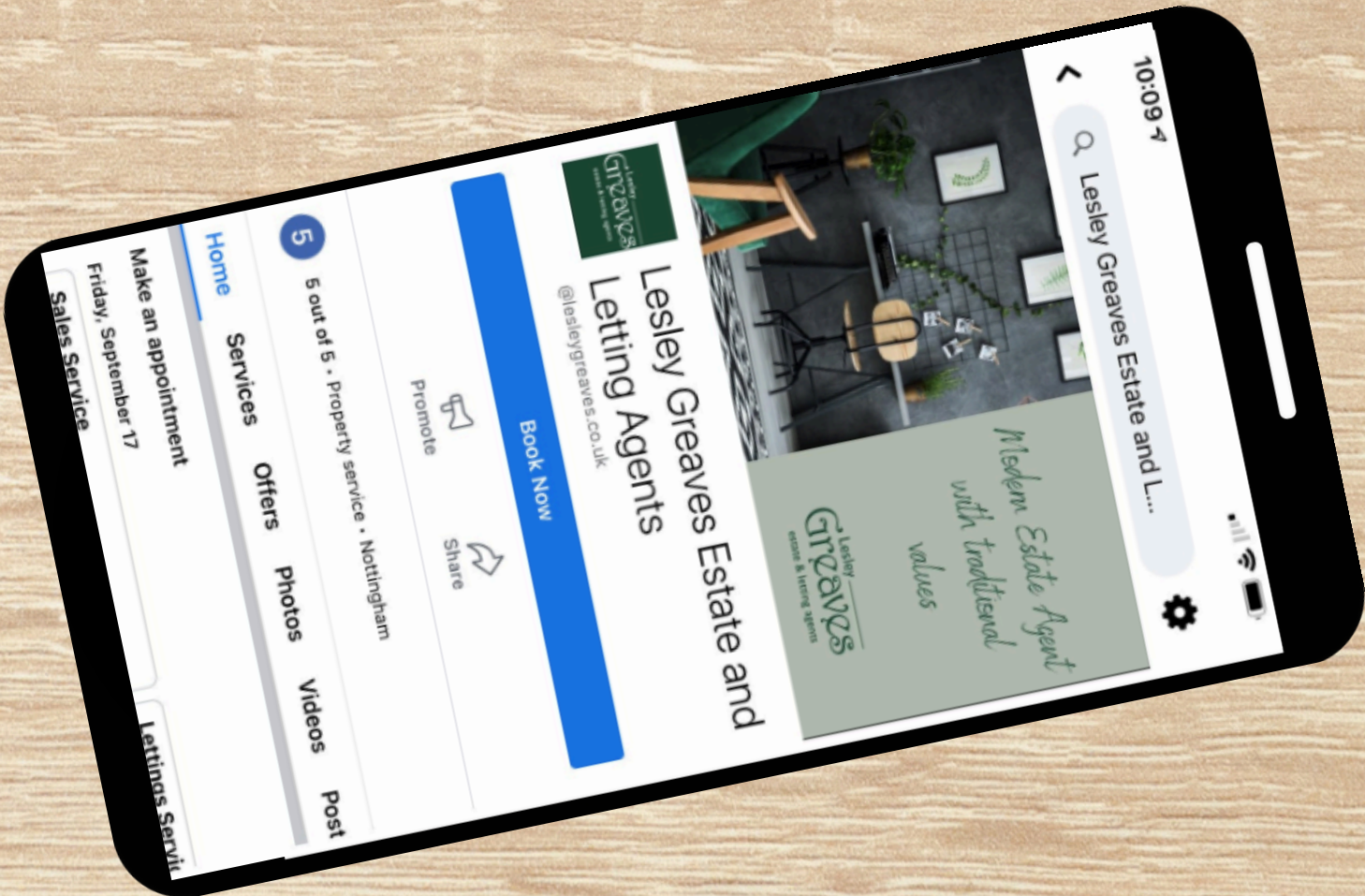
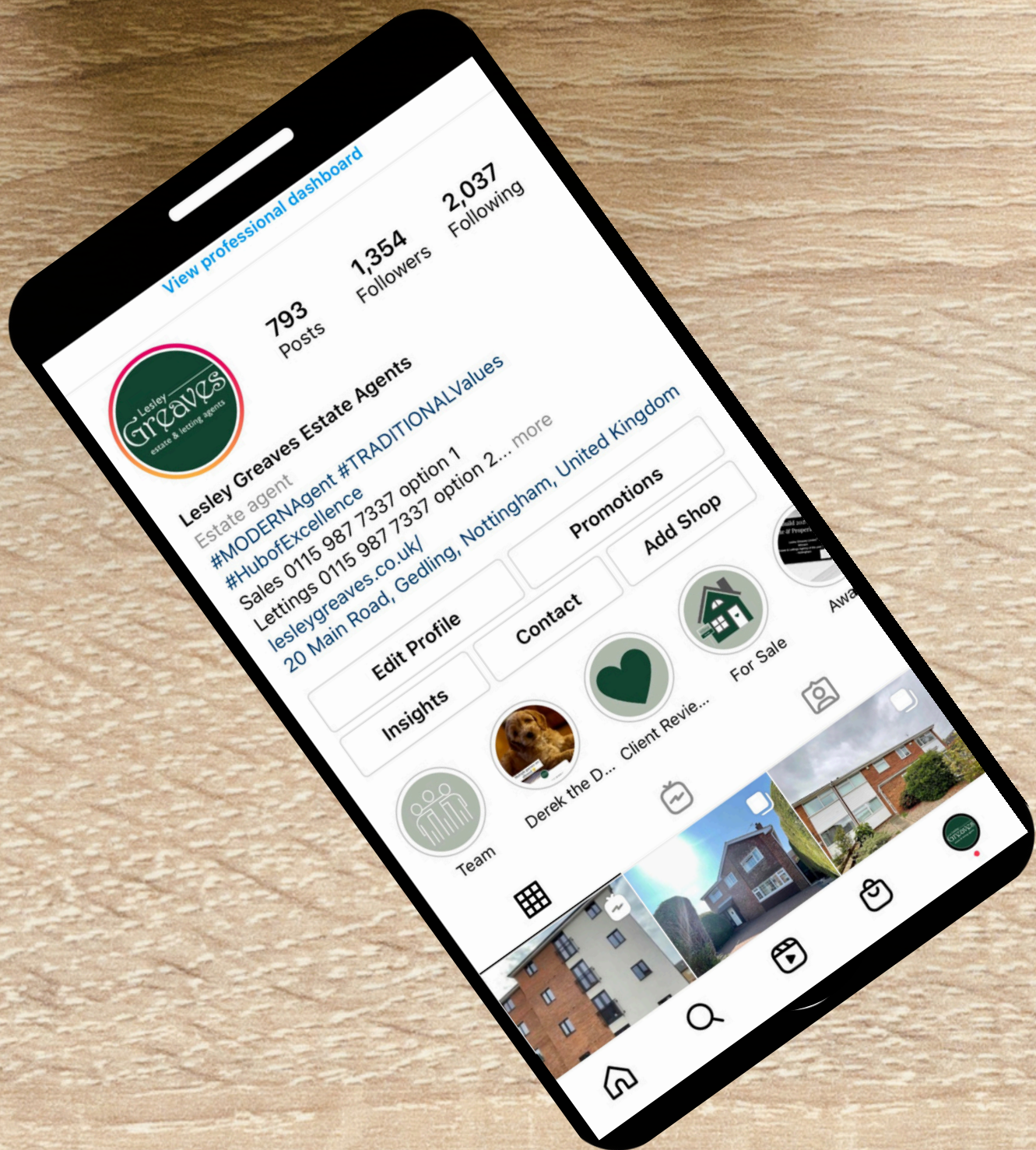
We know what works and know what our clients want. If you prefer we can conduct all the viewings on your behalf. We understand you may know your property better than us. However, with our combined experience and knowledge we hope we can let your property quicker than you could.

We ensure that we are available to conduct all viewings on your behalf which enables us to get honest feedback.

We offer out of office hours viewings where required, meaning we can be available for viewings 7 days a week. Feedback is essential in knowing that your property is being marketed and presented at its best.



SOCIAL MEDIA



Every property we list will be posted on all our social media platforms!

INVENTORIES

As it is law that the tenant's deposits are protected, it is highly recommended that Landlords/Agents should provide a comprehensive inventory carried out by a professional inventory clerk. This document will comprise an integral part of the Assured Shorthold Tenancy Agreement and provides a detailed record of the contents and condition of the property. This is invaluable should any dispute arise at the end of the tenancy.

We will arrange for this service through our recommended inventory company. For our full management package the inventory and inspections are included.

For our tenant find package we can arrange for an inventory at a cost of £100.00 plus VAT should you require one.

During inspections we can check for any visible defects that may require attention or repair. Should any defects be noted these would be reported to you, together with our suggestions of what to do to resolve the issue/s. It must be noted that we cannot be held responsible for any disputes arising out of missing issues or errors from inventories by a third party.

We will coordinate the tenant's vacation of the property and we will require a completed signed document from the landlord authorising us to return the deposit or withhold monies. It is strongly recommended that the landlord visits the property at the end of the tenancy in order to ensure the property is in good order and to see if any works are required prior to remarketing.



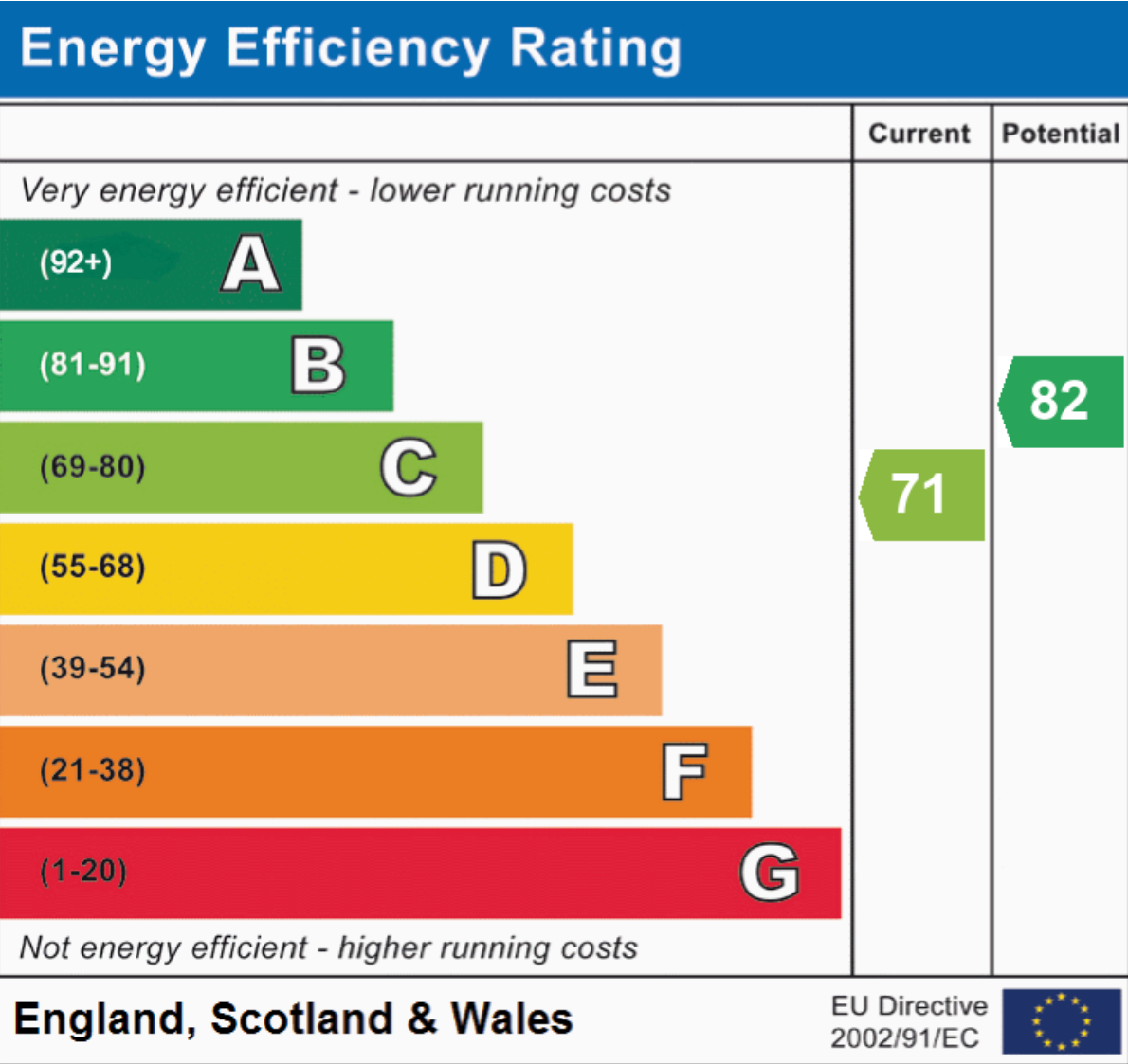
EPC

When letting a property it is a legal obligation to have a valid Energy Performance Certificate in place.

An Energy Performance Certificate (EPC) provides detailed information about a property’s energy efficiency, giving a rating on a scale from A to G. The EPC also offers suggestions to improve your property’s energy efficiency, potentially saving you money in the long term.

Landlords are required to have their properties energy assessed before they are let, which must be at a rating of E or above. EPCs for every property must be made available to prospective tenants when they view your property.

We can arrange an EPC on your behalf at a cost of £85.00 plus VAT



LICENCES

HOW TO LET & TENANT FEES ACT 2019

When renting a property there is so much involved, we choose to work closely with the Government to ensure we correctly advise both our landlords and tenants.

On our website we have attached helpful links that will provide you with all the information required to rent your property with us.

- How to let
- Tenant Fees Act 2019: Guidance for landlords and agents



SELECTIVE LICENCE & Homes (Fitness for Human Habitation) Act 2018

A licence is a legal requirement for each property a landlord owns, you can check whether your property is covered by the proposed licence scheme through your local council website



WHY OUR CLIENTS LOVE US

“We recently moved into a rental property with Lesley greaves. From start to finish with the process the ladies at Lesley Greaves we’re extremely helpful and kind. We cannot fault their hard work and we really appreciate it. To Jade, we send our kindest wishes and many thanks on helping us find our perfect home.”

CARLTON, Nottingham

“I having been using Lesley Greaves for the last 8 years, and I have used your letting service for new tenants, all the staff have been efficient, polite, professional and normally had a new tenant in 2-4 weeks moved in the property, which is a excellent service, so would just like to say big Thank you to all the staff.”

LOWDHAM, Nottingham

“This was our first time letting a property and we chose Lesley Greaves. The friendly, knowledgeable staff helped us through each step of the letting process and were always available to answer our questions. We have received excellent service and would thoroughly recommend them”

BURTON JOYCE, Nottingham

“Good morning, May I take this opportunity to thank you and your team at Lesley Greaves for an excellent service during the past few weeks. You have all been very helpful steering me through the letting process.”

NETHERFIELD, Nottingham

“Thank you for all your help & assistance with Hillcrest Gardens. It’s a home I will cherish and hopefully have lovely memories.”

BURTON JOYCE, Nottingham



MEET THE TEAM



Lesley Fry

Lesley opened her first branch in 2006. With over 30 years of experience in estate agency and a passion for customer service, her company has grown from strength to strength, even amid the challenges of an ever-changing market. Her business has built a great reputation for selling and letting houses in the Nottinghamshire area, and she shares her success by supporting local charities.

Lesley also enjoys a busy home life with her four grandchildren and her dog, Derek!



MEET THE TEAM



Alison Dawson-Orchard

Alison has worked in estate agency for three and a half years, both as an accompanied viewer and a Lettings Administrator.

She thoroughly enjoys her current role as a Lettings Administrator, where her attention to detail and bubbly personality make her a great fit with both the team and clients.

Alison's favorite part of her role is meeting new tenants and helping them find their perfect home. Outside of work, she is a keen gardener and loves spending time with her family

Amy enjoys the challenge of her role as the Lettings Administrator. Having always lived in Carlton, she possesses great local knowledge, which significantly aids her in her current position. With 12 years of experience in the energy industry, Amy decided it was time for a change. Outside of work, she loves spending time with her family and making memories.



Amy Knowlden



Derek
Barketing Manager

Derek the Dog

Derek started his early career at Lesley Greaves as Trainee Barketing Manager early this year. His fun and energetic personality has quickly made him a firm fixture in the office. Derek is a keen walker can often be found pounding the local streets and parks, accompanied by his colleagues.

Our team is now located under one roof and dedicated to working with you to let your property.



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Letting Agents
20 Main Road
Gedling
Nottingham
NG4 3HP

Administration Office
Lesley Greaves Estate &
Letting Agents
910 Woodborough Road
Mapperley
Nottingham
NG3 5QR

rightmove

PrimeLocation.com

OnTheMarket

Zoopla

DPS

SAFE AGENT

The Property
Ombudsman

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