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# Vacant Property Management



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Northfields provide a vacant property management service for landlords between tenancies or for vendors who are selling a vacant property.

## Why do I need a vacant management service?

Although there are often viewings taking place on a property when it is vacant there is no guarantee that you will have a viewing each week. Once an offer has been accepted it is usual for further viewings not to be carried out.

- Your buildings and/or contents insurance may be invalid should your property be left vacant and not correctly checked.
- A leak in a property can cause terrible damage if undetected for a long period of time.
- Important post can go unacknowledged.
- In the winter a property needs to be drained down or heating left on so cold weather does not lead to burst pipes.
- You may need small works completed eg a professional clean, house clearance, maintenance

## The service includes:

- Weekly visit to ensure that the property is secure
- Forwarding of post received at the property (not junk mail/circulars)
- Watering of any house plants
- Setting of central heating where the weather is cold
- Overseeing any contractor works instructed via Northfields
- Payment of any void period bills (where bills are sent to Northfields and we are in receipt of funds)

Vacant management costs £180 per month if paid monthly in advance or £50 per week if paid weekly or for any additional weeks. Charges include VAT at the prevailing rate.

Where payment is needed for works we must be in receipt of funds prior to works being instructed or bills paid.

For more details regarding our Fully Managed service, please review our Lettings Terms of Business.

If you wish to proceed, please complete the details below. You will be sent a link to make a card payment to cover the initial term agreed (and any other agreed amounts.) You will also need to provide a full set of keys for the property as well as any alarm codes etc.

Name .....

Signature .....

Property Address .....

.....

Date of instruction ...../...../.....

Start date of vacant management ...../...../.....

Initial period agreed .....weeks/months