

Kemp & Co.

www.kempandcoproperty.com



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Introduction

Who are Kemp & Co Property Ltd?

Kemp & Co Property Ltd are independent Estate Agents specialising in both Residential Sales & Lettings. Our Lettings Team is made up of professional individuals who have a wealth of experience in Residential Letting and Property Management. They have been specifically trained in the Lettings Industry and hold industry recognised qualifications.

Meet the Team

Maria Kemp FARLA – Managing Director

Maria is an Independent Member of ARLA (The Association of Residential Letting Agents), having gained Fellow status. Maria has over twenty years of experience within the industry to Branch Manager level, in both Sales and Lettings. The combination of local knowledge, experience and qualifications she brings to the company enable her to provide clients with a rounded service. She was also Chair of the West Dorset Landlord Accreditation Scheme 2009 -2013, a role she was particularly proud of. In order to maintain her ARLA membership she undertakes many hours of CPD each year and attends many seminars and courses in order to keep up with the ever changing legislation.

Trish Sansome MARLA – Senior Lettings Advisor

Having been in the industry locally for almost 25 years, Trish's experience is invaluable. Her local knowledge is vast and has proved beneficial to both Landlords and Tenants. A specialist in Residential Lettings and a member of ARLA, Trish is a valued member of the team.

Leah Kemp – Lettings Advisor

Although Leah is the youngest member of the team, she already has a vast amount of knowledge in respect of property and the lettings industry. She is currently studying for her NVQ in Administration and undertaking the NFOPP Level 3 Technical Award in Residential Letting & Property Management. She is also a specially trained in compiling detailed inventories.

Where can you find us?

Situated on Poundbury at 8 Dinham Walk, directly visible from Bridport Road, our spacious premises provide easy parking facilities for clients to visit, without feeling the need to rush or worry about getting a parking ticket on their car! Our ample window space ensures that properties are displayed to the public and the location of the premises itself provides easy access for us to reach our expanding portfolio that spreads throughout the County.

Where do we advertise?

It is important that your property receives maximum exposure in order to secure a tenant in the shortest timescale possible, at its maximum rental potential without compromising on the quality of tenant. Kemp & Co advertise in many different formats both locally and nationally. Your property will feature on our own website www.kempandcoproperty.com and on the UK's largest property portals, Rightmove & Zoopla effectively marketing your property 24 hours a day, 7 days a week. Furthermore we make full use of Social Media including Facebook, Twitter, YouTube and Pinterest where a more modern approach is reaching a much wider audience. You may also like for us to erect a "To Let" board which always generates significant amounts of enquires. If we feel your property requires a more specific style of marketing, we will discuss this with you on appraisal.

Why choose an Independent Agent?

As an independent agent we focus on the job in hand and are not a side line of another business, nor do we get caught up in corporate tape, enabling us to make on the spot decisions and take direct action which allows us to move with the market climate. Your business matters because our business matters, our reputation depends on the service we deliver and is essential to our survival in a very competitive market.

What can you expect?

Professionalism and service tailor made to individual client needs. We provide what you, the client, need and want and will supply any part of our service independently or incorporated within our three key levels. A combination of enthusiasm, experience and hard work coupled with the investment of the latest in computer software solely dedicated to the lettings industry ensure we provide a service that is second to none. We work with our landlords to supply them with what they require on a personal basis, so whether you have an expansive property portfolio already or you are a first time buy-to-let novice, Kemp & Co is fundamentally the only letting agent you will need.

Before you buy

There are many points to take into consideration when letting a property and Kemp & Co will guide you through, whatever stage of the process you are at, to ensure you receive the best possible advice.

Prior to purchase you will need to consider what it is you wish to achieve. Will the property be solely for investment or will you be moving into it at a later stage? There will be many differences in the type of property purchased from one landlord to the next and this will depend on their individual needs and requirements. So many landlords will buy something that appeals to them personally and fail to identify what is actually in demand. Failure to identify the right type of property from the outset will then affect their long term goals and aspirations, their potential rental income in relation to the money they have invested, the long term capital growth and increase the possibility of void periods.

First time landlords and landlords from outside the local area will need to know their market to ensure they invest in the right type of property according to tenant demand. The property market will vary from one town to the next, as indeed will the rentals and the type of tenant. Kemp & Co understands that the advice they give in the early stages can be crucial to the success and the smooth running of a tenancy later on.

As an independent lettings specialist you can trust that the advice you receive from Kemp & Co will only relate to the local buy-to-let market and your best interests. We can sift through the mountains of property particulars you will receive from Estate Agents who will be keen to secure a sale. We will help you decide which properties to view and can even view with you in order to point out the letting potentials from the letting pitfalls which will enable your decisions to buy or not to buy and even reflect in the price that you eventually pay.

Kemp & Co will discuss in depth the pros and cons of letting your property, identify potential problems and counteract them with practical solutions. The key to successful letting is always in the preparation and the set up, choosing the right agent is at the core of this. Kemp & Co offer a professional approach to residential lettings and property management with experienced, qualified staff who have local expertise and where customer service always comes first.

Preparation

In order to prepare for the letting of your property Kemp & Co will visit you at the property to give you specific advice. We will discuss with you the best way to achieve maximum rental income, how to ensure your property is safe and meets all the legal requirements, what you need to provide, whether to let furnished or unfurnished and more importantly exactly what you need from Kemp & Co.

Which Service Should I Choose?

The answer to this question can only come from you but we will supply you with all the facts you need to make the right decision, generally the service you choose will depend on your own confidence and experience, the time you have available and your accessibility to the property. We will be involved as little or as much as you like, dependant on your needs but offer three key levels:

Tenant Find & Set Up, Rent Collection and Full Management.

We also provide a range of other services which we are able to offer on an individual basis or incorporated into one of the key levels including:

Overseas Management

Tenancy Agreements

Inventories/Schedule of Conditions

Key Cutting

Insurance Information

Meter Reading & Liaising with Utility Companies

Arrangement of Gas Safety Certificates

Arrangement of Electrical Safety Certificates

Arrangement of Energy Performance Certificates

Arrangement of Legionella Risk Assessment

Tenant Find & Set Up

A popular service which is ideal for landlords who like to be more involved with their tenants and manage the maintenance of their properties. This service generally attracts the more experienced landlord, or landlords that live in close proximity to their investments. Kemp & Co operate this service on a fixed fee basis which includes the following:

Inspection & appraisal of the property including rental, legal & practical advice
Advertising
Viewings
Tenant Referencing
Preparation of Tenancy Agreements
Preparation of Inventory/Schedule of Condition**
Collection of Deposit and Payment into Approved Scheme
Collection of First Months Rent in Advance
Standing Order Mandate
Reading Meters and Informing Utility Companies and Local Authority of Change of Occupier
Detailed Invoice for Tax Purposes
Fees Deducted at Source
Arrangement of Gas, Electric and EPC Certificates (if required) & Legionella Risk Assessments

We will set up the tenancy in its entirety and then hand over the running of it to the landlord, all for a one off fee. The landlords will receive a pack containing all the information in relation to the tenancy and will then be responsible for dealing with the tenant directly, collection of rent, inspecting the property and sorting out any maintenance issues.

Kemp & Co will always answer any queries a landlord might have in relation to the running of their tenancy, regardless of what level of service is selected. Kemp & Co can step in at any time should a Landlord need help.

Rent Collection

Kemp & Co will provide all of the above, as with the Tenant Find & Set up Service, but in addition will be responsible for the collection of rents, statements of account for tax purposes and any issues concerning rent arrears including insurance claims (*rent arrears only*).

This service is billed differently to the Tenant Find & Set up Service as the work involved is ongoing. Landlords will pay a reduced set up fee and in addition we will charge a monthly commission rate.

Full Management

A comprehensive package incorporating all of the previously mentioned services but in addition Kemp & Co will be in direct contact with the tenant. As well as the initial Check in, we will carry out periodic inspections and report back our findings which will include any minor works that need to be undertaken, any issues raised by the tenant and any recommendations we feel necessary to protect your investment. We will liaise with you in respect of any repairs required and instruct your own preferred contractors or our own local, trusted workmen to ensure minor works are carried out promptly, professionally and at reasonable cost.

We will deal with all tenant queries and take out the day to day stresses and worries of property management. This service is ideal for landlords who want to protect their investments but who do not necessarily have the time, live in the area or who maybe concerned about the many obligations concerned with residential letting that they need to undertake.

Landlords will again pay a reduced set up fee and in addition we will charge a monthly commission rate.

The brochure is intended as a useful guide only. We are happy to discuss all our services more in depth with you. Please call our office 01305 251800 or call in to our prime office to arrange a free, no obligation rental appraisal which will ensure you receive the best advice.

- Subject to tenant status
- Applies to unfurnished property only. Separate fees apply to part furnished or fully furnished properties.

A full list of fees are available on our website, in our offices, in our landlord packs or can be emailed/posted direct to you.