



sbliving

Letting your property with sbliving

making moving easy for you

- Tailor-made services at great prices
- Transparent fees and charges
- 'No tenant, no fee' policy
- Genuine 24/7 maintenance and repair services
- Free, no obligation valuations
- Student & Professional Properties let & managed

Need more reasons to choose us?

[Read this booklet to find out why landlords love sbliving...](#)



“The most professional agent in the area. Simon and his team are attentive, focused and have a great knowledge of local properties and market trends. As an out-of-town investor, sbliving are an ideal trusted partner.”

★★★★★

- Sarah Jones, Landlord

About Us

sbliving offer a wide range of services, catering to all your property needs.

Do you want a letting agent that gives you everything you need to get the most from your investment? Do you need a dedicated property manager on hand for you when needed? Whatever you're looking to achieve from your time as a landlord, sbliving are here to help.

sbliving began life as an independent family business in 2008. Having started with just a few properties on our books, we now look after more than 550 homes in Leeds and across the UK.

Today, 90% of our work comes through word of mouth. We believe this is because we put trust, expertise and hard work at the core of everything we do for you.

We offer 2 core levels of service for you to choose from:

1. Lettings only
2. Lettings and full property management

We tailor your chosen service to meet all of your needs as a landlord. We also provide you with a free, no-obligation quote.

Are you a new landlord looking to let to professionals or students? Or are you a property investor seeking to expand your portfolio? No matter what your situation, you can rely on our experts to guide you every step of the way.

To find out more about each service, please read through this booklet. Alternatively, please call sbliving on 0113 278 8651, or pop round to our office for a chat.

You want a letting agent that?...

- Has a central location and expert knowledge of your local area
- Has decades of combined experience
- Is a full member of respected industry Redress schemes
- Sees 90% of its business come from word of mouth
- Offers a flexible range of services at great prices
- Is open and transparent about all fees and charges
- Looks after your every need
- Responds quickly to any request you may have
- Uses a wide range of techniques to help find your perfect tenants
- Provides access to a large database of potential candidates
- Operates a 'no tenant, no fee' policy
- Is registered with a client protection scheme to protect your money
- Has a maintenance and repair service on hand for you 24/7/365
- Is a member of Unipol and supports their code

sbliving offer you all the above and much more...

Are you ready to begin?

To help you get the most from your investment, here are the 6 key things sbliving do for you...

1. We listen to your needs and act promptly

You know better than anyone what you want to gain from your time as landlord. Here at sbliving, we listen closely to your needs and offer expert help and advice. We then put your wishes swiftly into action.

Do you need to put your property up for rent ASAP? Contact us now and we could have your property on all the major websites within 48 hours! Whatever your property needs, we are always on hand to provide the best solution.

2. We help you achieve full market value

To achieve full market value on your rental property, you need to know its true worth. The rent you charge must be competitive and fair, yet also bring you the highest possible yields. Here at sbliving, we help you achieve just that.

We use our broad knowledge of the local market to carry out a free, independent valuation of your property. This service comes with absolutely no obligation.

3. We ensure your property stays in great condition

The sbliving maintenance and repair team is on hand 24 hours a day, 365 days a year. This allows us to attend quickly to a wide range of issues in your property.

We also offer a professional refurbishment service to make your property look fresh and attractive to prospective tenants.

4. We find your perfect tenants

sbliving make use of the latest marketing techniques to attract the right tenants. We start by matching the profile of your ideal tenants with those on our extensive database.

We also take beautiful photographs and draw up precise floorplans to showcase your property at its best. We then advertise it on sites like Rightmove, Zoopla, and PrimeLocation, as well as our own website www.sbliving.co.uk.

We also promote your property within our offices to walk in enquires and in tailored email marketing campaigns.

In fact, we customise each and every part of the marketing process to gain interest from the type of tenant you wish to find. This in turn helps you achieve the best return on your investment.

We are so confident of finding tenants for your rental home that we operate a 'no tenant, no fee' policy.

5. We help you fulfil your legal duties

Letting out your property is a great way to earn income, yet there is still a lot to think about – not least from a legal point of view.

As responsible letting agents, sbliving are familiar with all of the latest legislation. This includes – but is not limited to - the following:

- Energy Performance Certificate (EPC)
- Gas safety
- Electrical safety
- Smoke and carbon monoxide detectors
- Housing Health and Safety Rating Systems (HHSRS)
- Consent to Let

- Houses in Multiple Occupation (HMO)
- Buildings insurance
- Deposit protection

Your dedicated property manager is on hand to provide all the help and advice you need to fulfil your legal duties as a landlord.

6. We conduct viewings at times that suit you

Our offices are open from 9am to 6pm on weekdays, and 10am to 3pm on Saturdays. Yet we understand that you or those wishing to view your property may be busy within those timeframes. Upon request, we conduct viewings out of hours to help you find the best tenant(s).



Before your tenant moves in

sbliving do everything to give you a smooth, easy and rewarding start to your time as a landlord.

Referencing

Each prospective tenant is subject to a strict referencing procedure. We ensure that they have the right to live in the UK, and the money to pay rent and bills. This protects you in both financial and legal terms.

Drafting tenancy agreements

A tenancy agreement is a legal document which details the rights and obligations of both the tenant and landlord.

Most of our existing tenants are on Assured Shorthold Tenancy Agreements (ASTA) for fixed terms of 6 to 12 months. Our trusted legal team draft and vet each document to safeguard your rights. We update these agreements on a regular basis to keep up with changes in the law.

Each tenant must read and sign the tenancy agreement before they move in. This ensures they know what you expect from them as their landlord. This in turn helps to prevent disputes during (or after) the tenancy period.

Organising utility bills and council tax

Upon request, we arrange the transfer of gas, electricity, water, TV licence and council tax accounts from your name to that of the tenant. This shields you from liability in the unlikely event that your tenant does not pay their bills.

Deposit protection

Your tenant should pay a deposit which is at least equal to 1 month's rent before they move into your property. In line with the Housing Act 2004, we are members of the government-backed Deposit Protection Scheme (DPS).

This keeps your money and assets safe if your tenant causes any damage, or leaves the property without cleaning it.

Preparing an inventory/Schedule of Condition

Before your tenant moves in, we draw up an inventory. This details the presence and condition of all walls, floors, ceilings, fixtures, fittings, doors, windows, appliances, kitchen and bathroom units, garages, and sheds.

This document will come complete with photographs to give you concrete evidence of your property's condition.

The inventory acts as a means of comparing your property before and after the tenant moves in. This in turn will allow you to recover any costs that you incur as a result of damage or neglect for which the tenant is at fault.

“Great service, with knowledgeable staff, who are always willing to help. I would highly recommend them.”



- Simon Maskell, Landlord

After your tenant moves in

sbliving give you and your tenants all the safety and security that comes with having a property manager on hand around the clock.

Collecting rent

As part of our management service sbliving collect rent each month on your behalf.

From time to time, your tenant may run into financial problems and be unable to pay rent. If this happens, we will notify you of any rent arrears immediately. We then work quickly to recoup arrears and avoid any loss of income.

We send the rent to your bank account via BACS payment regularly each month. The amount you receive is net of any fees we take for doing work on your behalf.

At the same time, we also send you a rent statement. Each statement is easy to follow and gives you a clear view of the rent you receive, as well as the fees you incur every month.

Inspections and maintenance

Regular inspections are a must to ensure your property remains appealing to potential tenants in a competitive rental market. Whether you are too busy, or simply don't want to undertake inspections yourself - sbliving make it easy. In fact, we do it all for you as part of our managed letting service. We inspect your property regularly to ensure it stays in good condition.

After assessing any wear and tear, our trusted contractors carry out any maintenance, repair, and compliance work that your property needs. Our maintenance team are at your service 24 hours a day, 7 days a week.

Tenancy renewals

We offer to take care of all tenancy renewals, notices and rent reviews on your behalf.

If you wish to increase the rent, change the terms of your agreement, or end the tenancy, please let us know. We will then provide notice to your tenant in line with current legislation.

As part of our full managed service, we also undertake a market appraisal at the end of each tenancy. This helps you achieve the highest possible yields in the current rental market.

End of tenancy checks and deposit returns

At the end of each tenancy, we inspect your property to ensure it is clean and in good condition before your tenant moves out. We compare the condition of the property with that at the start of the tenancy.

We do this using the thorough inventory that we created before the tenants moved in. We then claim any expenses you need for repairs and cleaning from the tenant's deposit (held by DPS).

We ensure that all paperwork is complete and that your tenants have paid their finals bills before releasing the deposit. At every stage of this process, we work to protect your needs and interests as a landlord.

Important information for professional landlords

Whatever the shape, size, or location of your property, there are many reasons to choose sbliving as your professional lettings agent...

Expose your property to thousands of busy professionals

Here at sbliving, we are based on a busy street in Headingley. Thousands of professionals either live, work, or visit this thriving hub of business and sport every day. Many of these people come into our office to ask about properties that we have for rent. You can be sure that through sbliving, your property will gain the exposure you need to get the best return on your investment.

We promise to find the kinds of tenants you want

We promise to find your perfect tenants, at the right time. We are so sure of our ability to fill your property that we operate a 'no tenant, no fee' policy.

We know how to appeal to your target market

As busy, independent letting agents, we are experts in the local professional rental market.

Whether you wish to rent out your studio apartment, or a large family home, it is vital to know the target market and to stress the features of your property that appeal to them.

As well as expert advice and property management, we also offer a refurbishment service to help make your property more appealing to the type of tenant you wish to attract.

We manage property with your needs in mind

It is common practice to sign professional tenants on contract periods of 6 or 12 months. Professional properties are let and become vacant all year round.

With this in mind, we help side-step void periods by advertising your property between 1 and 2 months before it becomes vacant.

We are reputable letting agents

At sbliving, we are members of the Property Redress Scheme. You can therefore be sure that we adhere to all relevant industry guidelines.

This offers you peace of mind in knowing that we do our utmost to exceed your expectations at every stage.

Are you looking for a hassle-free way to let out your property?

To let your property quickly and with ease, please call sbliving on 0113 278 8651.

Important information for student landlords

Letting your property to students can bring you high capital returns. Choose the experts at sbliving to help make the most of your investment.

Here at sbliving, we have been managing student property with great success ever since we opened in 2006. We are here to offer expert help and advice, as well as a range of services to help you unlock the potential for profits in the student lettings market.

Here are some of the many reasons to choose sbliving to manage your student property:

We are popular with students and always close by.

When it comes to renting out student property, the location of your letting agent is vital.

Here at sbliving, our office sits on a busy street in central Headingley – the very heart of Leeds' student community. As a result, large groups of students walk into our offices on a daily basis to enquire about properties on our books.

Meanwhile, our close proximity to student homes in the area allows us to resolve any issues quickly and with ease.

We know what students want

Your success in the student rental market relies on knowing your target audience. As experts, we know what students look for in a home. For example, transport links, security and night life are just a few of the things that are important to them.

We advertise your student property in ways that highlight its biggest selling points. This gives you a competitive edge in a crowded marketplace. This in turn helps you find your ideal tenants and achieve the highest rental yields.

We follow the Unipol code

The Unipol Code sets out professional standards to which all affiliated UK landlords must adhere. As reputable letting agents, we follow this Code to the letter.

All universities in Leeds advise their students to use Unipol as a means of finding a home. Our links with Unipol make your property both more visible and more inviting to students.

We advertise your property early to find the best tenants

We ask each tenant to confirm whether they wish to re-sign around 4 months into their tenancy. If they do not wish to stay on for another year, marketing will commence to help ensure you find the best new tenants, at the right time.

Are you looking for a stress-free student lettings service?

If you have a property in or near an area popular with students, we are at your service. For high rental yields and stress-free student lettings, please call sbliving on 0113 278 8651.

National property management

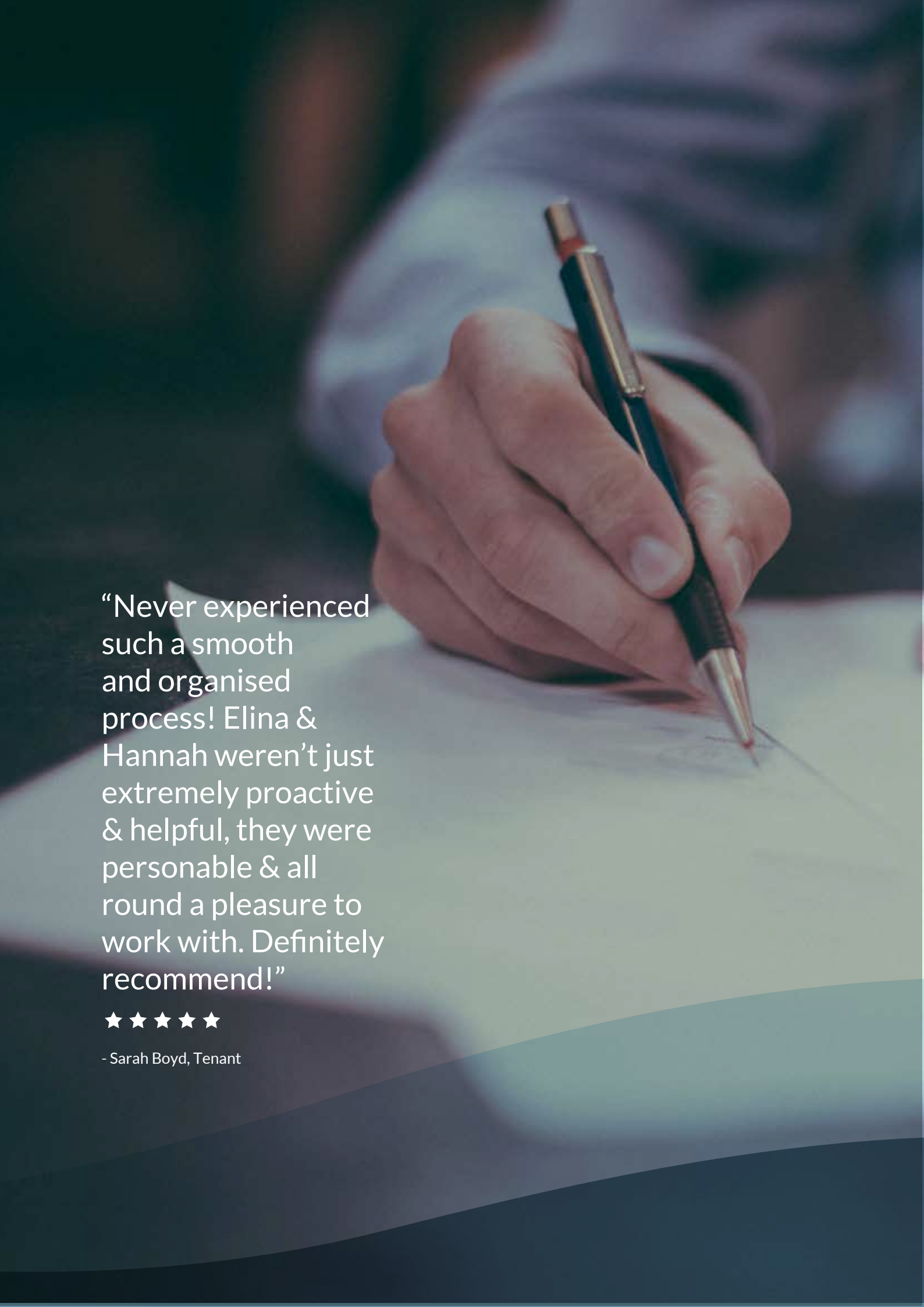
Are you an investor with properties in many locations across the UK? Choose the sbliving national property management service and receive a single point of contact to look after your every need.

We launched this service to cater for a large number of our clients who now look for a single point of contact to manage their growing portfolios.

These clients choose sbliving because they know they can trust us to provide a high level of service at all times. Mainly through word of mouth, many new clients also now seek our national property management service.

When managing your multi-region portfolio, we handpick vetted partners who we know share our commitment to peerless service. They undertake all viewings, inspections and maintenance work.

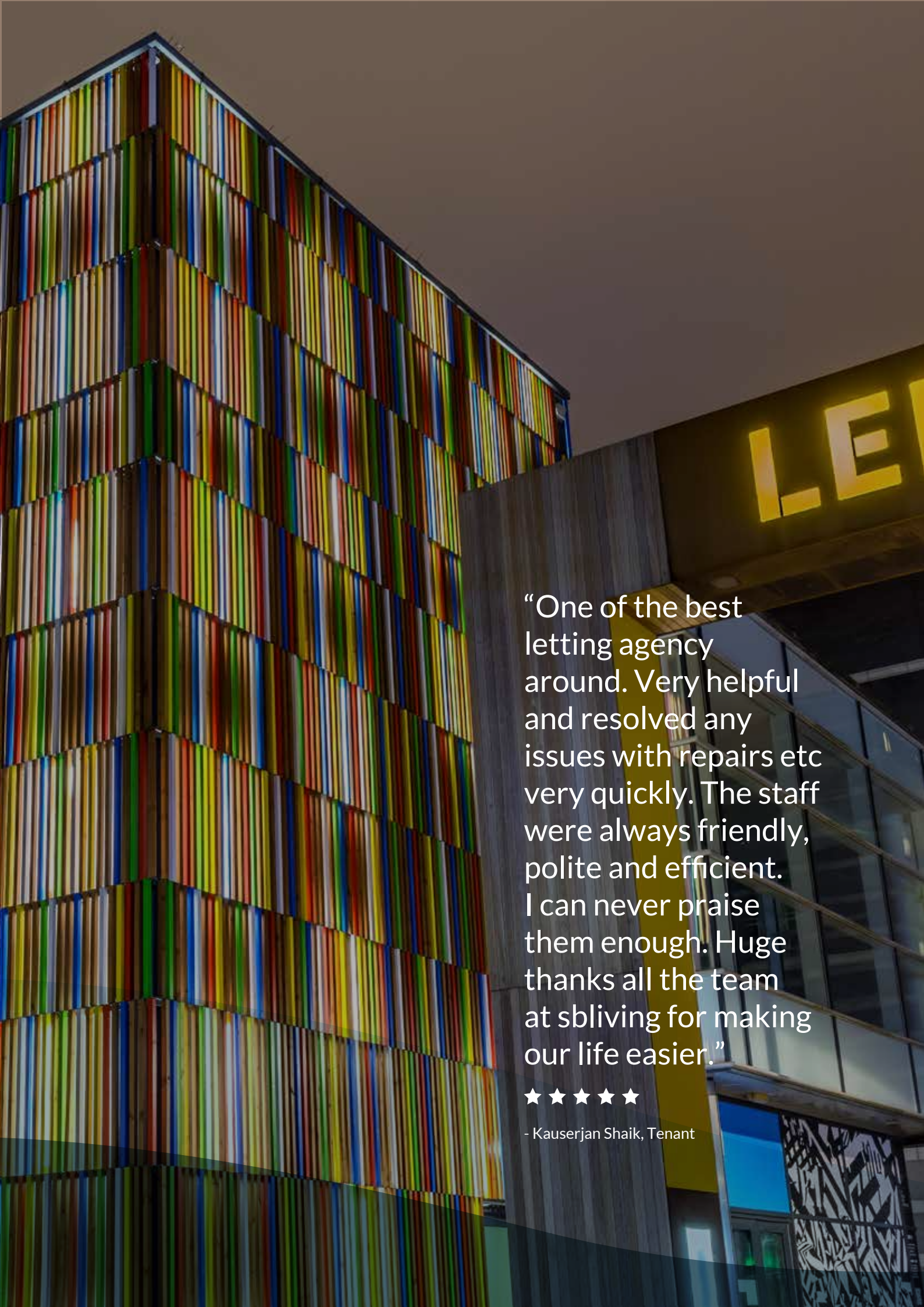
Here at sbliving in Leeds, we take care of all other aspects of property management on your behalf. This includes tenant vetting, rent collection, paperwork, and decision making. Using sbliving as your single point of contact reduces paperwork and saves time. It also gives you peace of mind in knowing that your properties are in good hands.



“Never experienced such a smooth and organised process! Elina & Hannah weren’t just extremely proactive & helpful, they were personable & all round a pleasure to work with. Definitely recommend!”

★★★★★

- Sarah Boyd, Tenant



“One of the best letting agency around. Very helpful and resolved any issues with repairs etc very quickly. The staff were always friendly, polite and efficient. I can never praise them enough. Huge thanks all the team at sbliving for making our life easier.”



- Kauserjan Shaik, Tenant

Levels of Service

To keep things simple, sbliving offer 2 core levels of service. The option you choose will depend on how involved you wish to be...

1. Lettings Only

If you want to manage your property, but would like experts to find the best tenants and complete all paperwork to a professional standard – this service is for you.

From finding tenants, to managing your property from day-to-day, we do everything that you need for full peace of mind.

A service tailor made for you

To see exactly what is involved in each service, see the page opposite. The core levels of service described above meet the needs of most of our clients. Yet if you wish to add or adjust any of these services to suit your personal requirements, please get in touch.

Call sbliving on 0113 278 8651.

2. Letting and Full Property Management

Are you a landlord with very little time on your hands? Do you live overseas? Whatever the reason you wish to outsource the upkeep and daily management of your assets, the experts at sbliving are here to help.

Making moving easy for our tenants and landlords is the focus of everything we do each working day. We want to make moving home a pleasant and efficient process every time.

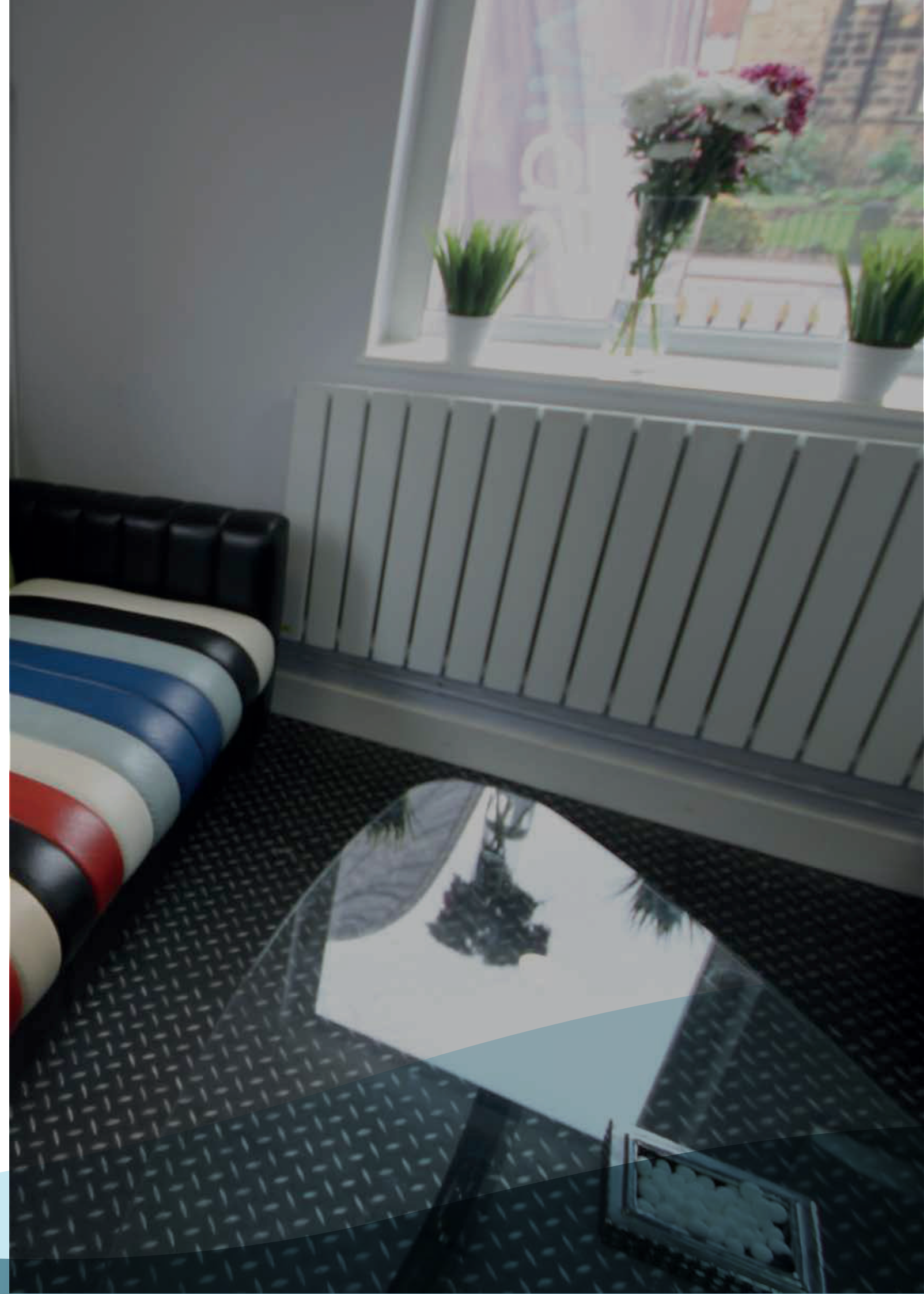
This is why we work long hours to ensure our properties are presented to a high standard, professionally photographed and displayed on the top property portals to quickly find the right tenants. We put time and effort into efficiently helping our tenants move into their new home using digital signatures and in house referencing while complying to all UK property legislation checks.

Through continually providing this excellent service our quality portfolio of properties and tenants under management continues to grow year on year.

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