LETTER OF APPOINTMENT (TERMS OF BUSINESS)

Property Address				**Correspondence Address**		
	Postcode				Postcode	

Dear Sir/Madam,

I/We hereby appoint Vanquish to act as **Sole Agent / Multi Agent** and opt for **Let Only / Rent Collection / Management Service**

Vanquish are to seek any due rent which is to be collected on my/our behalf throughout the duration of the tenant's occupation as outlined overleaf.

The fee of % + VAT will be deducted monthly from the rent
I/We;

- Have read and accept the terms and conditions set out overleaf and require that the property should be let as soon as possible.
- Confirm that I/we am/are the legal owner/s of the above property and if the property is subject to a lease or mortgage, it is my/our responsibility to obtain permission from the landlord or mortgage provider to let the property;
- Acknowledge that Vanquish has made me/us aware of all my/our legal obligations regarding the electrical safety regulations, statutory gas Certificate Energy Performance Certificate (EPC) and I/we will ensure that all furniture complies with current fire regulations;
- Notify my/our insurance company and/or managing agent of the intention to let the property and will maintain the buildings insurance throughout the tenancy;
- Instruct that Vanquish pays, upon receipt of signed documents; valid gas safety and EPC, the net rental income direct to the Landlords Bank Account / or to instruct the tenant to pay directly to the Landlords Bank Account;
- Agree that no alterations to these terms and conditions will be accepted unless agreed and confirmed in writing by Vanquish;
- The commission for renewals will stay the same as the agreed commission structure for the tenancy unless stated otherwise in writing.
- Acknowledge that all client monies are held securely in a designated and audited client account.
- Photographs and floor plans if requested will be charged to the landlord at £120 + VAT.
- Check in, check out and Inventory will be charged to the landlord at a cost of £425 + VAT.
- A professional clean if needed will be charged to the landlord at an average cost of £175 + VAT.
- Landlord admin fee for the contract is at a cost of £325 + VAT.
- Acknowledge that Vanquish will have a minimum period of 12 weeks to act as sole agent for the Marketing period.
- Service Charge - Vanquish can pay the service charge on behalf of the property owners however, Vanquish cannot take liability or be held responsible for receiving the service charge statements. It is the responsibility of the property owner to request the service charge statements and make sure they are paid.
- Confirm that Vanquish reserve the right to charge a nominal withdrawal commission of £500 + VAT if I/We withdraw the property from the market within the contract period or if I/We accept any offer made by a potential tenant but later withdraw that acceptance.

Full details of all owners:

Name	Telephone Number	Email

Bank Name/ Building Society Name	

Account Name	Account Number	Sort code

IBAN **Bank SWIFT**

Signed the contracts by:

Full Name……

Signature……Date……

TERMS AND CONDITIONS

INTRODUCTION

This Agreement is made between us and you regarding the Property stated overleaf for the property management and letting services that Vanquish will provide to the Landlord.

By instructing Vanquish to act on your behalf and your ongoing instruction is confirmation of your acceptance of this Agreement regardless of whether or not you have signed in writing.

1. DEFINITIONS OF KEY TERMS

1.1 "Vanquish Real Estate" / "Vanquish"/ "the Agent"/ "we"/ "us"/ "our" – for the purposes of these Terms and Conditions, the agent hereby instructed by you.

1.2 "y**ou"/ "the Landlord**" - the person(s) named overleaf and any successors in title being the owner(s) of the property.

1.3 "the property" - the property referred to overleaf or any part of it including any garage, outbuildings, fixtures, fittings, and those appliances and items of furniture listed in the inventory but excluding any common parts and excluded parts.

1.4 "tenant" - any tenant or tenants occupying the property for the duration of the tenancy. If the tenant is a company, it shall include any subsidiary or parent company.

1.5 "tenancy" - the tenancy granted to the tenant, including any initial agreement or any extension, subsequent agreement, renewal, holding over, or any statutory periodic tenancy to which the tenant is, or may become, entitled.

1.6 "rent" – any payment made by the tenant or anyone on behalf of the tenant pursuant to the tenancy and for use of the property.

1.7 "commission" – the commission or fees as detailed in clause 2.

1.8 "contract period" – The period in which this letter comes into force and ends. The contract period will commence from the date this letter has been signed and dated by both parties. Upon signing the agreement, both parties agree for the agreement to last for a period of 3 years unless otherwise terminated in accordance to giving the appropriate Notice of the Right to Cancel letter attached to this agreement.

1.9 "termination period" - In the event of the tenancy being terminated, it is agreed that we will be re-instructed to find a replacement tenant(s) on a sole agency basis for a minimum period of 12 weeks from the date of the notice being served.

1.10 "negotiator" - the agent conducting the marketing, renting of, negotiating for, dealing with the property stated above in the normal course of business as reasonable negotiator.

2. PAYMENT OF COMMISSION

2.1 In the event that Vanquish introduces a tenant who enters into occupation of the property, the commission shall become duly payable to us for the entire duration of the tenant's occupation under the tenancy.

2.2 The commission is calculated as a percentage of the rent for the initial period of the tenancy and the entire period during which the tenant introduced by us remains in occupation of the property, the scale of commission charges is as set out below in clause 3.

2.3 Where there is more than one tenant introduced by us, the commission will be payable for any period that any of the tenants introduced remain in occupation.

2.4 Where a tenant introduced by us is replaced with another as a tenant (whether or not under a formal tenancy agreement or by extension and either case being a 'Renewal') by his/her nominee, the commission will remain payable to us for as long as the new tenant shall remain in occupation of the property.

3. COMMISSIONS, TERMS AND CHARGES

3.1 Sole Agency

3.1.1 The commission for our rent only service is 10% + VAT of the rent. The commission for our full management service is 15% + VAT of the rent. You hereby undertake not to instruct any other agent during the term of this agreement. To be clear, for the purpose of clause 3.1.2 below, you hereby agree that private tenants or other agent's tenants originating before the termination date of this agreement are deemed to have been introduced by us.

3.1.2 Terms: The commission will be due to us if at any time a tenant takes occupation of the property; (a) who has been directly or indirectly introduced by us during the period of our agency agreement; or (b) with whom we have had negotiations about the property during the said period; or (c) who has been introduced by any other party during the period of our sole agency agreement or its termination period.

3.1.3 Marketing period: our appointment as sole agent is for a minimum period of 12 weeks from the date overleaf; termination must be in writing giving 28 days' notice.

3.2 Multiple Agency

3.2.1 The commission for our rent only service is 12.5% + VAT of the rent. The commission for our full management service is 17.5% + VAT of the rent.

3.2.2 Terms: The commission will be due to us if at any time a tenant takes occupation of the property: (a) who has been introduced by us; or (b) with whom we have had negotiations about the property. Our appointment as multiple agents is for a minimum period of 4 weeks from the date overleaf; termination must be in writing giving 14 days' notice.

3.3 Short Lettings

3.3.1 If your property is let on a short-term basis (less than 6 months), we will obtain identification from the tenant (not full references), ensure that the tenant pays 1 months' deposit and the rent for the duration of the contract in advance. We will manage all shorts lets and our fee will be 25% + VAT for the duration of the tenant's occupation (minimum fee £1,000 + VAT) payable in advance.

3.3.1 The commission for renewals will be duly payable on the commencement of each renewal taking place.

3.4 Withdrawal

3.4.1 We reserve the right to charge a nominal withdrawal commission of £500 + VAT if you withdraw the property from the market within the contract period or if any offer is made to you by a potential tenant for the required rent and you later withdraw that acceptance.

3.4.2 Where the tenancy is surrendered prior to the end of the fixed tenancy term, you will not be entitled to a refund from us. If the tenant asks to surrender the tenancy, we will seek your agreement and where you agree, seek to recover on your behalf from the tenant an amount equal to the commission incurred by you for the unexpired portion of
the tenancy as a condition of your agreement to the surrender. Vanquish does not guarantee the recovery of these funds.

3.5 ADDITIONAL CHARGES:

3.5.1 We require one set of keys for each tenant and an additional set to be retained at the branch. We will have duplicates cut at your expense if these are not provided by you.

3.5.2 Attendance at the property, other than for the scheduled visits, will be charged at £60.00 + VAT for up to one hour and £30.00 + VAT per hour or part thereafter (to include attending for deliveries, and or meeting contractors).

3.5.3 A fee of £325 + VAT will be charged for every new tenancy and deducted from the rent to cover the tenancy administration and deposit protection.

3.5.4 A fee of £325 + VAT will be charged for every renewal or periodic tenancy and deducted from the rent to cover the tenancy administration and deposit protection.

3.5.5 Photographs and floor plans if requested will be charged to the landlord at a cost of £120 +VAT.

3.5.6 Check in, Check out and Inventory will be charged to the landlord at a cost of £425 + VAT.

3.5.7 All other charges are due and payable when incurred and we reserve the right to withhold any part of the rent to meet these costs and/or to discharge them from any sum held by us on your behalf.

3.5.8 You remain responsible for all commission and charges irrespective of whether the tenant pays the rent. In the event of an early termination of the tenancy the commission shall become payable by you to us immediately.

3.5.9 We reserve the right to alter our terms and conditions or administration charges by giving no less than three month's written notice.

3.5.10 This letter satisfies our code of conduct under which we undertake to confirm our terms in writing. Should you not sign it but instruct us to proceed and accept viewings on the property you will be bound by all terms of this letter.

4. VAT

4.1 All fees and additional charges in this agreement are exclusive of VAT at the prevailing rate of 20% unless expressly stated otherwise.

5. RENT MANAGEMENT SERVICE

In providing this service to you Vanquish will:

5.1 Carry out an inspection of the property and advise you on the expected level of rent and any steps you may need to take to comply with all relevant safety regulations or other legal requirements, advertise the property and arrange viewings.

5.2 Arrange for (at your request and at an additional fixed cost to you as set out in clause 3.5) an Inventory and professional Check in/Check out service.

5.3 Apply for references to be taken up on all prospective tenants. In signing the tenancy agreement, the landlord, or landlord's legal representative is deemed to have seen and accepted any such references or waived the requirement for the agent to obtain these.

5.4 Demand and account to you the rent for the duration of the tenancy. You should allow 5 working days for cleared funds to be available for transfer to your account. In the event that we collect your rent by Direct Debit, you agree to refund any amount paid over to your account which is subsequently recalled or challenged by the payer's bank under the Direct Debit Guarantee Scheme. You agree upon request to return the funds paid over to you within 7 days. Should the rent not be returned within the agreed time scales, we reserve the right to withhold any other payments due to your account.

5.5 Make rent payments under the following timeframes, If your rent is due between the 1st to the 14th of the month, you will receive the rent between the 15th and the 20th of the same month.

If your rent is due between the 15th and the 31st of the month, you will receive the rent between the 1st and the 5th of the following month.

5.6 Make formal demand for and take all other reasonable steps necessary (without issuing court proceedings) to recover any arrears of rent, and thereafter advise you of time scales for you to instruct solicitors and commence court proceedings to recover such arrears and/or enforce or defend your other rights in relation to the letting of the property.

5.7 At your request, organise for statutory gas certificate prior to the start of tenancy (at a fixed cost to you as set out in clause 3). However, as a certificate is required for the entire duration of the tenant's occupancy and as we are not instructed to manage the property, you will arrange to have all subsequent annual gas certificates carried out and indemnify us against the consequences of not doing so. However, upon the receipt of separate written instruction we will arrange the renewal of any gas certificates on your behalf. The contractor's cost in additional to a fee to us of £60 + VAT will be deducted from the rent.

5.8 Act on your instructions to negotiate the terms of an appropriate tenancy agreement and sign on your behalf.

6. FULL MANAGEMENT SERVICE

In addition to the Rent Management Service Vanquish will:

6.1 Visit the property periodically and submit a written report to you on its condition. Any reports submitted by us relate only to the decorative state of the property and are not intended to be a structural survey.

6.2 Arrange any repairs, servicing or maintenance of the property that may be required to maintain the property in a satisfactory condition. We will inform you by email of all required works and contact you for permission to proceed if the cost of the work is likely to exceed £350, except in the case of emergencies.

6.2.1 Should we be instructed to arrange repairs between £350 and £2,500, a project management and administration fee of 10% + VAT will be applied.

6.2.2 Should we be instructed to arrange any work exceeding £2,500 we will require payment of a project management and administration fee of up to 20% + VAT of the total cost of the work. All contractors are only instructed by us on your behalf.

6.3 Look to instruct approved contractors with whom we have a service agreement. This agreement ensures quality, safety and up to 10% discount for our clients on the majority of works we arrange. We reserve the right to charge the contractor an administration fee for the services and insurance that we provide to them (further information available upon request).

6.4 Arrange for a statutory gas safety test to be carried out at your expense, prior to the tenant's occupation, and annually thereafter.

6.5 If a professional Check in/Check out is done, we will notify the relevant utility suppliers of the change of occupancy - we can only inform them, due to GDPR we cannot action the change of occupancy.

6.6 Should you wish to cease the full management service; this will then have the effect of reducing the service to a rent management service at the standard commission rate of 10% + VAT of the rent. Termination of the full management service must be in writing, giving three months' notice.

7. MANAGEMENT INSPECTIONS

7.1 Vanquish will endeavour to carry out inspections of the Property once within the annual period starting from the date of the Tenancy. An inspection is limited to the interior condition of the Property and does not include a structural survey of the Property. We do not accept liability for hidden or latent defects.

7.2 Whether instructed by the Landlord or required due to the negligence of the Landlord for the property, Vanquish will charge an additional fee of £100 (inc. VAT) per additional visit or inspection within the annual period.

8. TAX: NON-RESIDENT LANDLORDS

8.1 The income you receive from letting the property may be subject to income tax even if you are a resident outside the UK. Your tax affairs relating to the property are your own responsibility.

8.2 If you are deemed for tax purposes to be a resident overseas Vanquish may, under current UK tax legislation, become liable if you default in payment of any relevant tax. Where it seems to us that this is likely, we will retain an amount sufficient to meet our estimate of any such tax liability from the rent, and you will indemnify us and keep us indemnified against all cost, claims, proceedings and legal cost or other expenses arising out of, or in connection with any such tax (including any penalties or interest payable on it) in which we may become liable.

9. SALE OF THE PROPERTY

9.1 In the event that the freehold or long leasehold is sold, or the ownership of the property changes during the tenancy, then a final commission payment will be due upon completion of the sale.

This will be for a sum equivalent to the commission that would have been payable until the end of the tenancy. Please ask about our special sale fees for landlords.

10. DEPOSITS

10.1 For all non-Assured Shorthold Tenancies Vanquish will retain the deposit, in line with the tenancy agreement, as stakeholder.

10.2 For all Assured Shorthold Tenancies the deposit will be held in accordance with the Housing Act 2004 and under the terms of the Tenancy Deposit Scheme. The deposit is held with The Deposit Protection Service, The Pavilions, Bridgwater Road, Bristol, BS99 6AA

10.3 If you agree with your tenants to hold the deposit yourself, we will transfer it to you on receipt of evidence of your Tenancy Deposit Scheme membership and the Scheme prescribed information signed by all parties and/or receipt of both tenants and landlords signed tenancy agreement, outlining details of the scheme and the landlord's obligation to protect the deposit.

10.3.1 You must then register the deposit in accordance with the rules and regulations and ensure that the tenant is provided with a copy of the certificate, the prescribed information, and the tenant information leaflet. We take no responsibility for the failure of a deposit being registered where held by the landlord or an alternative appointed agent.

10.4 No interest will be payable on the deposit for the duration of the tenancy.

11. CLEANING

11.1 Where required or instructed, Vanquish will arrange for the professional clean of the property via an independent contractor to conduct its cleaning service.

11.2 The cost of the cleaning will be borne by the Landlord and will be invoiced no later than 4 working days prior/after the service is arranged.

11.3 Where the landlord is instructing for a professional cleaning of the property following the tenant's failure to return the property to a professionally cleaned

standard as at the beginning of the tenancy, the Landlord may be able to recover the cost of such from the tenant's deposit by way of damages.

12. COMPLAINTS PROCEDURE

12.1 Should you have any problems with Vanquishes service which you are unable to resolve with the branch, you should write to our Managing Director for a response on behalf of the Company. The Property Ombudsman (TPO) of which we are a member and abide by the TPO code of practice means that we may disclose information relating to the property to the TPO should it relate to a complaint against us or to assist in its monitoring of our compliance with their code of practice.

13. ANTI-MONEY LAUNDERING REGULATIONS

13.1 Vanquish comply with the Money Laundering Regulations 2017. Therefore, we will need to obtain and hold, for no longer than 5 years (unless consent has been provided otherwise), evidence confirming your identity, proof of address and source/destination of funds. We are unable to act any further until receipt of this information and have completed a satisfactory AML check. Where appropriate, proof of ownership of the property may be requested.

13.2 Upon successful completion of a transaction, an Anti-Money Laundering and Identification Checking fee of £30.00 (inc. VAT) will be payable.

14. GENERAL NOTICES

14.1 Vanquish will at all times reasonably endeavour to provide the best service possible, and hereby accepts no responsibility for any loss or damage suffered by you as a result of:

14.2 Any delay, failure, or overpayment by us in relation to the settlement of your accounts relating to the property; or any failure in carrying out any inspection of the property to notice any latent defects or matters concealed from our representatives; or

14.3 Any failure on the part of the tenant to observe the terms of the tenancy agreement, or comply with any obligation imposed by statute; or

14.4 Any defective workmanship or problems associated with contractors instructed to do work on your behalf; or

14.5 Any failure by you to comply with all relevant legislation, safety, or other regulations; or

14.6 Any failure by you to comply with the terms of any relevant lease, mortgage, or insurance policy relating to the property; or any failure by you to maintain adequate insurance cover.

14.7 By signing these terms and conditions you acknowledge that we have made you aware of your responsibility to adhere to HMO (Houses in Multiple Occupancy) License Regulations and will need to check for compliance with their local governing authority for each property.

14.8 Where we are managing a property, we are only managing the individual unit and as such have no liability for communal parts, the building as a whole or any liability in relation to HMO legislation. This liability lies solely and entirely with the landlord. More information is available at: www.communities.gov.uk.

15. Permissions and Consents

15.1.1 You warrant that all consents and permissions necessary to enable the property to be let have been or, will be obtained prior to the commencement of any letting. This includes, but is not limited to, consent from mortgages, insurers, co-owners, freeholder/managing agent, superior landlord and/or relevant local authority (licensing and planning consent).

15.1.2 You indemnify Vanquish against any losses Vanquish may suffer consequently due to any breach by you of the warranty in clause 15.1.1.

16. Limitation on Liability

16.1 Loss or damage caused as a direct result of Vanquishes negligence or negligent breach of contract is limited to the upper amount of £20,000 or eight times the commission for the property.

16.2 Vanquish does not accept liability for any indirect or consequential loss (including but not limited to, loss of profits).

16.3 This limitation of liability does not apply in respect of fraud or death or personal injury by Vanquishes negligence or breach of contract.

17. Indemnity

17.1 The landlord undertakes to keep Vanquish fully and effectively indemnified in respect of any claim, demand, liability, cost, expense, or prosecution which may arise due to the failure of the landlord to comply fully with the terms of all the above Regulations, including any subsequent amendments thereto or replacement Regulations.

17.2 The landlord agrees to indemnify Vanquish as agent against any costs or expenses imposed on us, provided they were incurred on the landlord's behalf in pursuit of our normal duties.

18. Commission, Referrals and Major Works Coordination Fee

18.1 Any commission, interest or other income earned by Vanquish while carrying our duties as agent for the letting and/or management of the property, for example by referrals to solicitors, referencing agencies, EPC providers, contractors, Zero Deposit, or inventory clerks, will be retained by Vanquish.

19. Interest

19.1 Where any invoice duly payable remains unpaid after the date on which it is due, Vanquish reserves the right to charge interest, calculated daily from the date on which payment was due up until the date the payment is made at 4% above the prevailing base rate of the Bank of England or (if higher) at the rate provided for under the Late Payment of Commercial Debts (Interests) Act 1998 and its regulations (where applicable).

19.2 If Vanquish deem it necessary to use legal representation or collection agents to recover monies due, you will be required to pay all costs and expenses incurred.

20. Keys

20.1 In accordance with clause 3.5.1 Vanquish are not liable for any lost or unaccounted keys unless it is a direct consequence of our negligence or negligence of our employees.

20.2 We request keys prior to the start of a new Tenancy. Where any changes/replacements of keys altering access to the building from the original set provided, the landlord must send, or handover a duplicate of the new key to us.

21. Services

21.1 Vanquish may offer services to prospective Tenants and similarly services may be offered to them by another organisation in circumstances where We may benefit financially. All such benefits will be retained by us.

22. Procedure for complaints

22.1 If you have any problems with our service and are unable to resolve these with your negotiator or the Department Manager, you can write to the Director for Vanquish Lettings. Your letter will be acknowledged within seven working days of receipt and an investigation undertaken. After all reasonable efforts to settle or resolve any issue you remain dissatisfied, your entitlement to refer the matter to TPO must be exercised within eight months, for a review. Please note TPO will only review complaints made by consumers.

23. Legal Obligations

23.1 By signing these Terms and Conditions you warrant that you have complied with all your legal obligations, the Property is fit to be let and that all appliances are in a safe and good working condition with full-service history provided.

24. Right to Let

24.1 By signing this Agreement you confirm that you have the right to instruct Vanquish to let the Property in accordance to the manner instructed and

appropriate consent to enter into any Tenancy from any mortgage or other charge holder, freeholder, or other superior landlord, any insurers, the local planning and housing authority and any other form of interest in the Property. It is up to you to obtain any necessary consents or permissions and to pay any fees associated with obtaining those consents or permissions. It is also your responsibility to inform Vanquish of any conditions or limitations that might attach to that consent or permission.

25. Licences

25.1 It is the Landlord's responsibility to find out and, where necessary, obtain any appropriate licence(s) before the start of the Tenancy. It is your responsibility to comply with any conditions attached to the appropriate licence(s) obtained.

25.2 Each local authority governs independently from each other. Failure to licence a property may result in a significant penalty. You hereby warrant to Vanquish that you have checked all applicable licensing requirements and have applied for (or already hold) the appropriate licence(s).

25.3 You agree, upon our request, to provide us with a copy of any appropriate licence(s) (or application of).

25.4 We offer an optional licensing application service and our fee for this is £299 + VAT.

25.5 Where we have agreed to be named as a Licence Holder or Manager on a licence then, for avoidance of doubt, no licence obligation will transfer to Vanquish, and you will remain liable for all our costs and expenses because of this position.

26. Fire Safety

26.1 You warrant that the Property is fire safe and has all the necessary safety equipment fitted to make it fire safe based on its intended letting style. You further warrant that you have carried out an appropriate fire safety risk assessment. We request that a copy of any written risk assessment is provided upon instruction.

27. Energy Performance Compliance

27.1 Vanquish will be unable to market the Property until we are certain that an EPC has been commissioned. If the Landlord is commissioning the EPC himself, it is his obligation to let Vanquish have the EPC within seven days of the commencement of marketing. Alternatively, vanquish can, if instructed by the Landlord and if access to the Property is made available to the inspector, arrange the EPC on his behalf. The Landlord remains liable for the cost which will be duly payable to us. Any works that could be recommended are the responsibility of the Landlord.

28. Electrical Safety

28.1 You warrant that the electrical installations in the Property are safe and meet the electrical safety standards prescribed the Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020. You agree to obtain a further inspection report at least every five years (or if sooner, in accordance with the requirements of the previous inspection report). You agree to engage a qualified electrician to carry out any further investigations or remedial work required by such an inspection report.

29. Other

29.1 You warrant that any information regarding the properties, status, condition, safety and has been provided to us. Failure to do so, or upon notice or discovery of any concern for the property which requires immediate rectification may result in a penalty and or reimbursement for the cost of and labour to rectify.

30. PROPERTY PHOTOGRAPHY

30.1 You authorise Vanquish to attend, photograph and obtain/create floor plans of the Property. You permit images depicting the property to be used for the purposes of marketing and the promotion of the Vanquish brand. This involves the display of the images across all advertising mediums, including but not limited to, our website, aggregator or sub-agent websites, social media platforms and print. The copyright of all details, photographs and floor plans remains exclusive to us.

31. TERMINATION

31.1 Vanquish reserve the right to terminate this agreement with one month's advance written notice where you fail to co-operate with us or provide timely instructions or where we have asked you to obtain/provide a statutorily required licence or permission to let the property and you have failed to do so, or where we have asked you to agree to works which we reasonably believe are required in order to comply with a statutory obligation and you have failed/refused to do so.

11.2 Where we terminate the agreement in line with this clause, you will remain liable to pay Vanquishes fees under the terms of this agreement.

32. GOVERNING LAW

32.1 This agreement is governed in accordance with the Law of England and Wales and the Courts of England and Wales shall have exclusive jurisdiction in respect of any dispute under it.

Declaration

I/We declare that I am/We are the sole/joint owner(s) of the Freehold/Leasehold property as stated above and that prior to the commencement of the tenancy all furniture and upholstered furniture, soft furnishings, beds, mattresses, pillows and cushions (if any) supplied to the property, comply (if appropriate) with the provisions of the Furniture and Furnishings (Fire) (Safety) Regulations 1988 and (Amendment) 1993, and warrant that the property complies with the Gas Safety (Installation and Use) Regulations 1998 and the Electrical Equipment (Safety) Regulations 1994. I understand that I may have the right to cancel this agreement under the Consumer Contracts (Information, Cancellation and Additional Charges) Regulations 2013 within 14 calendar days from the date upon which it was signed and confirm that I wish Vanquish to commence marketing the property immediately.

Before signing this agreement, you should carefully read all the terms and conditions set out in this document. It is particularly important that you read and understand all the terms and conditions that will apply to this agreement before entering into this agreement. Only sign this agreement if you wish to be bound by all the terms and conditions it contains.

Vanquish Real Estate Landlord Checklist

Vanquish Real Estate kindly requests you submit the following information for each owner:

1. Passport Photo Page
2. Proof of current address (within last 3 months)
3. Proof of Ownership (Property Summary, Title Register, or Mortgage Statement)
4. Leasehold Agreement (if applicable.)

Within the last 12 months are you, or have you been, a politically exposed person? (PEP)

Yes: ☐ No: ☐

- PEPs include: Heads of state, Senior Politicians, Senior Government Judicial or Military Officials, Senior Executives of State-Owned Corporations, Important Political Party Officials, or those linked to a PEP (by marriage, or familial or social relationship)

In line with FCS compliance, Vanquish Real Estate will securely hold your Identity Documents for 5 years after the business relationship or transaction has terminated.

Landlord 1: I, _____, confirm all required documents have been provided and that all information provided is accurate to the best of my knowledge, on this day, _____.

Signed, _____

Landlord 2 (if applicable): I, _____, confirm all required documents have been provided and that all information provided is accurate to the best of my knowledge, on this day, _____.

Signed, _____