



LONDON | MONACO

A GUIDE TO RESIDENTIAL
LETTINGS, PROPERTY MANAGEMENT
AND CONSULTANCY

SALES | LETTINGS | PROPERTY MANAGEMENT
ARCHITECTURE | DEVELOPMENT | CONSULTATION | INVESTMENT | VALUATIONS
COMMERCIAL | PROJECT MANAGEMENT

Within our broad portfolio of property services, we at Pastor Real Estate have particular expertise in letting and managing superior rental properties throughout Prime Central London.

With extensive local knowledge of the London property market, our team of highly qualified and experienced lettings negotiators are all individual members of the Association of Residential Letting Agents (ARLA) and offer a comprehensive service aimed at maximising rental values for property-owners, whilst ensuring that tenants enjoy easy and effortless transition into their rental properties.

We work closely with both UK-based and international landlords, whilst also providing a professional residential lettings service for both individual tenants and large organisations placing employees in central London. In addition, we provide an in-depth lettings consultancy service, in which we help landlords, property owners and real estate investors plan successful property lettings strategies.

LETTINGS

When commencing professional partnerships with our UK-based and international landlords, we always initiate our discussions by pointing out that there is an exceptionally high demand for furnished properties (particularly one and two bedrooms) in London, so we recommend that the majority of properties are offered for rental on a fully furnished basis. We have excellent relationships with a number of design and interior furnishing companies, specialising in the furnishing of investment property, and we are happy to arrange all aspects of furnishings and finishes required in order to bring a property to the market for rental purposes.

We provide a comprehensive range of Lettings Services, which include:

- Free valuation of your property at current market levels, based on up-to-date research and knowledge
- Preparation of floor plans and professional photography
- Advertising and marketing properties in appropriate media, including on the Pastor Real Estate website, Zoopla and Rightmove as well as in national and regional publications
- Where appropriate, placing editorial in selected publications
- Interviewing and appointing suitable tenants; obtaining references
- Negotiating terms with both parties and drawing up tenancy agreements
- Organising Consents to Lettings
- Transferring utilities
- Taking deposits – Pastor Real Estate holds such moneys as stakeholder, and we are members of the Tenancy Deposit Scheme
- Arranging inventory check-ins
- Negotiating end of tenancy dilapidations.

PROPERTY MANAGEMENT

Pastor Real Estate pride ourselves on our very personal approach to Lettings Management by providing a seamless interface between Landlord and Tenant, ensuring your peace of mind in the knowledge that your property is professionally managed.

Our dedicated in-house Management Team operate from our Mayfair offices and are able to provide a specialist 24 hour, 7 days a week service relating to all matters arising in connection with the day to day maintenance of individual apartments and their tenants, together with the smooth running of an entire building, including commercial space.

Our extensive property management service proves to be both time saving and trouble free for busy landlords, corporate divisions and includes:

- Collecting, accounting for and paying over rent
- Organising all necessary repairs and day to day maintenance and decorating via our team of experienced contractors
- Reconciling the deposit and account at the end of tenancy, arrange dilapidations and unpaid bills as per the inventory check out report
- Negotiating claims with the tenant
- Paying all regular outgoings ie - general and water rates, ground rent, service charges, insurance
- Arranging electrical and gas safety certificates, Fire Regulations and EPC certificates
- Making periodic inspections
- Handling any insurance claims
- Arranging for cleaning of the property between tenancies
- Dealing with all correspondence relating to the property on the landlord's behalf between tenants and third parties
- Addressing tax matters for overseas landlords

SERVING AN IMPRESSIVE PORTFOLIO OF LANDLORDS

We provide comprehensive lettings management services for a wide range of individual and corporate clients throughout London and beyond. Our landlords currently include:

- Lancer
- Sir Richard Sutton's Estates
- Great Portland Estates
- Standard Life

LOOKING AFTER THE PROPERTY NEEDS OF A WIDE CLIENT BASE

Whilst we provide rental properties for many individuals, we also serve the property needs of large blue-chip organisations which require properties for their personnel. Many senior employees come from overseas to work in London, and we can house them in properties of the highest quality in key areas of the capital. Our current corporate clients include:

- HSBC
- Mizuho
- Goldman Sachs
- Credit Suisse
- Nippon
- Bank Paribas

CONSULTANCY

Pastor Real Estate's lettings department provides consultancy services to property investors, landlords, property owners and institutions considering entering the professional property rental sector. Using the latest market research and trend indicators, we are able to provide in-depth consultancy support right from the acquisition and planning stages of developments, through design and construction to final sign-off in which properties are fully completed and ready for letting. In providing advice, our aim is always to maximise value and enhance marketability, taking into account issues such as:

- Sourcing of potential properties
- Target markets
- Property locations and specifications, designs and layouts
- Unit sizes and mix
- Access, security and management requirements
- Car parking issues
- Valuation appraisals and rental assessments
- Finishes and furnishing packages
- Residential lettings and management services
- Regular information updates and meetings

For further information about our real estate services, please contact us at our Curzon Street office in London's Mayfair.

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