

Advice to Landlords

**Preparing your Property for Letting**

* Ensure the property is thoroughly cleaned
* Ensure the décor is fresh
* Pick neutral colour schemes
* Ensure floor coverings are in good condition
* Supply instruction manuals/guarantees for appliances where possible
* General maintenance should be to a good standard
* Provide any information which is relevant to tenants ie, refuse collection

**Furnishing Your Property**

Generally speaking, less is more. Keep furniture and furnishings simple in design and colour. If refurbishing, choose neutral colours for paintwork and white bathroom suites. Basic equipment should be supplied however as many tenants already have their own things it is often best to wait and match supply with tenant need. Listed below is what we view as minimum requirements but obviously it is up to the individual landlord what they supply in the property. Everything including fixtures and fittings is inventoried at the beginning and end of each tenancy.

**Kitchen**

* Hob/Oven
* Fridge Freezer
* Washing Machine

**Bathroom**

* Mirror
* Towel Rail
* Toilet Roll Holder

In addition all windows should have curtains or blinds and all floors should be covered.

Safety Legislation

**Furniture and Furnishings**

Effective as of 1st March 1993 all furniture must comply with the Fire and Furnishings (Fire) (Safety) Regulations 1988, amended in 1989.

* All upholstered articles must have fire resistant filling material
* Upholstered articles must have passed a match resistance test or be used with a fire resistant interliner
* The combination of the cover fabric and the filling material must have passed a cigarette resistance test

**Labelling**

Always check that the appropriate label is on any furniture. Furniture manufacture after 1989 should have these attached. As a landlord it is your responsibility to ensure that all furniture and soft furnishings comply with the above legislation. Any items which do not comply should be removed from your property. Where possible, receipts for furniture and furnishings should be kept.

**Smoke Detectors**

Smoke alarms are required in all properties. If there are no smoke alarms in place then the Housing Act 2006 requires that as of September 3rd 2007 new smoke alarms being fitted must be hard wired into the mains electricity supply and not battery operated.

**Gas Safety**

The gas safety (Installation and Use) Regulations 1994 state that all gas appliances within every property must be tested for safety every 12 months by a GAS SAFE registered engineer. The landlord must obtain a landlords gas safety certificate which should also be available to the tenant. It is also advisable to have carbon monoxide detectors fitted.

**Electrical Safety**

Landlords have a duty to ensure that all electrical equipment is checked at regular intervals. We recommend at lease once every two years. All instructions for new appliances should be retained and copies made available to the tenant.

**Energy Performance Certificates**

As of 4th of January 2009, all properties advertised for renting must have an EPC in place. This should be carried out before the property is marketed and if the property is currently tenanted then it should be carried out at the next new tenancy.