

Landlord Instructions



Property details

Address:	
Post code:	
Available from:	Period available:
Advertised rental: £ pcm	SF advised rental: £ pcm
Parking:	Board allowed? Yes <input type="checkbox"/> No <input type="checkbox"/>
Viewing arrangements:	Keys supplied? Yes <input type="checkbox"/> No <input type="checkbox"/>
Currently let to sharers? Yes <input type="checkbox"/> No <input type="checkbox"/>	If so, how many?
Alarm code:	Furnished <input type="checkbox"/> Unfurnished <input type="checkbox"/>
Is the property mortgaged? Yes <input type="checkbox"/> No <input type="checkbox"/>	Local authority and council tax band:

(if the property is mortgaged you will be asked to provide proof of lender consent)

Service required (please tick as appropriate)	Let only <input type="checkbox"/>	
	Rent collection <input type="checkbox"/>	
	Full management <input type="checkbox"/>	(VAT is charged at the prevailing rate)

Landlord details

Property owner(s) full name(s):	
Property owner(s) address:	
Post code:	
Telephone (day):	Telephone (evening):
Mobile:	Fax:
Email:	Occupation:

Declaration:

I instruct scottfraser on a sole agency basis to let (and manage) my property according to the service requirements and fee rates indicated above. I have read, understood and accepted scottfraser's Terms of Business and The scottfraser Guide to Letting Your Property. I confirm that I am the owner of the property to be let.

Print name(s)		
Signed:	Signed:	Date:

SUMMERTOWN
205a Banbury Road
Oxford OX2 7HQ
Tel: 01865 554577
Fax: 01865 554578

EAST OXFORD
267 Cowley Road
Oxford OX4 1XQ
Tel: 01865 244666
Fax: 01865 244885

HEADINGTON
77 London Road
Oxford OX3 9AA
Tel: 01865 761111
Fax: 01865 761120