

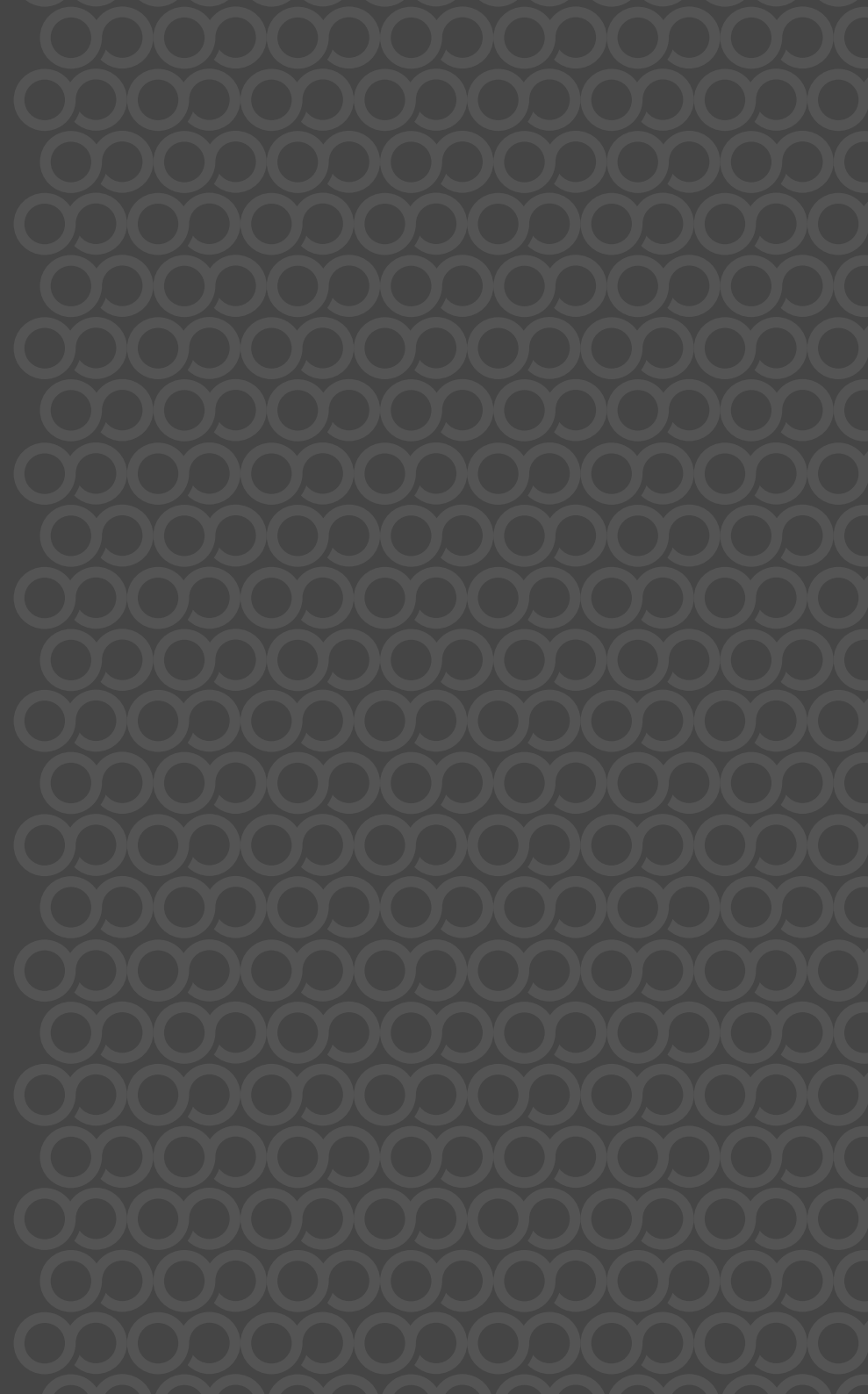


# Letting a property with Godfrey Living

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Godfrey Living is an independent estate and lettings agency with extensive local knowledge of Brighton and the surrounding areas. We offer a bespoke lettings service that allows us to deliver consistently excellent results, whether you're a first-time landlord or have a growing portfolio.

[godfreyliving.com](https://godfreyliving.com)



Property is as much about  
relationships and intuition as  
it is about bricks and mortar.

This is why we provide all our landlords with an individual, tailored service aimed at delivering the best possible outcome for them. We draw on our local knowledge and extensive professional experience to facilitate a smooth and stress-free lettings journey that allows you to realise your investment goals and generate maximum return.

With an established reputation in the Brighton and Hove area, we are able to utilise our strong relationships with property professionals in associated and complementary sectors to add value, problem-solve and cater to any circumstance.





## We operate based on transparency, trust and integrity

Working on your behalf, we will ensure you are legally protected in any lettings agreement that we arrange. We uphold our core values of honesty and integrity in all our relationships and engagements with landlords to become your trusted partner. Our contracts are clear and transparent, with fair and realistic terms and by keeping up to date with changes in the regulatory landscape we help you and your portfolio remain compliant.

Godfrey Living are regulated by the Property Ombudsman, a Member of the Approved Code of Trading Standards and Gold Award winners in the UK Considerate Construction Programme.





## Our 5-step process for letting a property

We know that the lettings process can seem lengthy, complex and with various boxes to tick and regulations to comply with. There is a lot to consider and landlords have many responsibilities to uphold, despite not always wishing to take a hands-on approach. We take a fresh and consultative approach to lettings, acting as your guide and advisor throughout, aiming to help you find tenants, realise your investment goals, grow your portfolio (if that is your aim) and achieve maximum returns. To make the process easier to digest, we've broken it down into five steps, showing how we can add value and support you at each stage; we hope this will illustrate what your lettings journey with Godfrey Living might look like and get you excited to work with us to start realising the benefits of your investment .





## Legal responsibilities

As a landlord, you have a range of legal responsibilities and laws and regulations that must be complied with and considered, such as safety standards that your property must meet and legislation that protects both yourself and your tenant. These need to be factored in to any investment decisions and regularly referred back to and checked to ensure you remain compliant in what is quite a changeable landscape.

Godfrey Living know lettings inside out. On our landlords behalf, we endeavour to stay up to date with changes in legislation and will notify you of any upcoming or likely changes so that you can make the right decisions for your investment and ensure it continues to serve your needs.



Below is a list of just some of the things you will need to consider and arrange prior to any tenancy commencing. Being what we do on a daily basis, these are all things that Godfrey Living can take care of on your behalf, if required:

- **Presentation** of the property for marketing
- **An Energy Performance Certificate (EPC)**
- **A valid Gas Safety Certificate** (this must be renewed every year)
- **An inventory** and schedule of condition
- **Fire safety labelling** for any furniture and furnishings provided
- **Smoke and carbon monoxide alarms** — must be present and working in all relevant rooms
- **Any electrical equipment** (toasters, kettles, heaters etc.) must be PAT tested
- **Any relevant licences** (for example, an HMO licence if relevant)
- **The correct type of mortgage** — typically you will need a specific buy-to-let mortgage, rather than a standard agreement





## Rental valuation

Getting the initial rental valuation right is essential to avoid a lengthy void period and ensure a successful tenancy. In the busy Brighton and Hove lettings market, a lot of high street agents will over-value your property in order to win your business or under-value it to get a tenant in place quickly. This does a huge disservice to you and to your property: too high a valuation will put off renters, who will look elsewhere and you could be left with a property that is sat empty for weeks, even months, putting a serious dent in your profit margins; too low and you won't be maximising the return on your investment.

At Godfrey Living, we have an in-depth understanding of the current housing market as well as the boundaries of rental properties in different areas of Brighton and Hove. This local market-led and market-aware approach enables us to price your property correctly to appeal to tenants in the area. We know that Brighton and Hove renters are savvy; we base our valuations on data, research and our expert knowledge and professional experience, to deliver the best result for our landlords.





## Finding the right tenant

Representing landlords in the busy Brighton and Hove market, where property prices are high, we understand that though you want a tenant, you don't want just any tenant. Finding a tenant who you trust and would be happy to have living in your property is key to a successful and long-term tenancy.

At Godfrey Living, we take time to get to know you, your aims and aspirations as a landlord, your property (or portfolio) and the type of lifestyle it offers prospective tenants. We use this information to find a tenant that is the perfect match, who will enable you to realise your goals and see a good return on your investment. We don't rely on instinct alone for this and will carry out thorough referencing, credit checks and one-to-one consultations to determine if someone is right for your property.





## Tenancy agreement

Once we have found you a tenant, they will be required to sign an agreement. A good tenancy agreement is at the heart of every successful tenancy, as it protects landlord and tenant alike from the outset and clearly sets out their respective duties and responsibilities, avoiding any confusion or misunderstanding. Typical things that are clarified in the agreement are the term of the agreement, the deposit amount and where it will be held, who has responsibility for utilities and whether, for example, water rates are included within the rental price.

Once the tenancy agreement has been signed, you cannot make any changes without the consent of the tenant. Our tried and tested agreement has been a proven success, giving peace of mind to both landlord and tenant and facilitating a smooth and stress-free tenancy. This is one area where you don't want to use an online template, or take a DIY approach — at Godfrey Living, we make sure you and your investment are always protected.



## Repairs and maintenance

Ensuring regular maintenance is carried out and repairs are dealt with swiftly is key to maintaining a positive relationship with your tenants and a long and successful tenancy. Life happens — things break, equipment is faulty and any property will be subject to the usual wear and tear that is a part of daily life. As part of our service to landlords, we carry out inspections and regular spot checks to ensure the property remains in good condition and being looked after as it should and with our 24-hour maintenance team we can guarantee any issues and repairs will be fixed quickly.

As a landlord you have a responsibility to ensure safe and healthy living conditions for your tenants. As part of this, you are required check the gas, electricity and water supplies are safe and operational, that operating and safety instructions are in place for all appliances and that the property and its contents (including fixtures and fittings) are adequately insured. Doing so means you will meet your legal obligations, be able to charge a fair market rent and enjoy a successful tenancy. At Godfrey Living, we can take care of all of this and more as part of our comprehensive lettings service for landlords.





## Preparing for your tenants

Preparing your property to appeal to new tenants is key to a fast and smooth transition and there are a few important things to make sure you've got in place. Lettings can be an overwhelming process – from legislation, to inventories, to deposits and repairs, there's a lot to think about. At Godfrey Living we want to take some of the burden off your shoulders, making your journey to becoming a landlord or growing your portfolio that bit easier, so we've put together some top tips for preparing for a new tenant.



## Documents and legalities

Make sure you have all necessary certificates and documentation ready to provide to the tenant. As well as a comprehensive tenancy agreement with terms you're happy with, you will need an EPC, Gas Safety Certificate, manuals and instructions for any electricals provided and the Inventory and Schedule of Condition. It's important you have these ready to go before the start of a new tenancy, to avoid any unnecessary delay and possible void periods. We can assist you with creating and obtaining the necessary documentation.

It is also important that reference, background and credit checks are carried out on your prospective tenants, to ensure they are the right match for your property and are able to meet their responsibilities.

## Condition of the property

Ensure the property is ready and safe for your tenant to move in – this means making any necessary repairs, checking smoke and carbon monoxide alarms are present and working, that windows and doors lock and are secure, that utilities are connected and any furnishings or appliances you've provided are safe and serviceable. In some areas, perhaps a fresh lick of paint might be needed if things are looking a bit tired (kitchens and bathrooms in particular). Take time to walk through the property and create an inventory and schedule of condition on move-in day, ideally with photographic evidence to support it. This should then be signed by your tenant indicating that they agree with the description of the property and its contents, which will help to avoid any dispute if deposit deductions are required at a later point.







## Why Godfrey Living

We have unrivalled understanding of and access to the Brighton and Hove rental market, a wealth of local contacts and decades of experience at our disposal. Our team of dedicated professionals is committed to excellence and we continue to support many landlords in the Brighton and Hove area with all aspects of lettings.

Our eye-catching marketing includes free professional photography, floorplans and a strong online presence – on property portals, our own website and social media platforms. We also accompany all viewings, selling the benefits of your property and getting a feel for whether prospective tenants are right for your property.

From initial assessment, valuation and preparation of your property, to marketing, finding, qualifying and securing high-quality tenants and continuing support with a 24-hour maintenance service, we are here to make your landlord experience as easy and profitable as possible.

## Our expert team

The team at Godfrey Living comprises professionals from diverse property backgrounds, who contribute comprehensive property expertise and a vast body of collective knowledge. Our team's continued success in letting and managing properties in Brighton and Hove makes for an impressive portfolio and an invaluable bank of professional experience.

## Our property network

Our property industry network is one of our greatest assets. As an award-winning Brighton company, we have forged strong relationships across the broad landscape of property services, from contractors to developers. To support our management service, we have a number of trusted and vetted contractors who share our focus on quality, security and trust. If you're planning to let a property in Brighton and Hove or the surrounding areas, are thinking of growing your portfolio or are looking for a comprehensive property management service, with our extended network of property professionals we can get you the results you're seeking.

## Our ethos

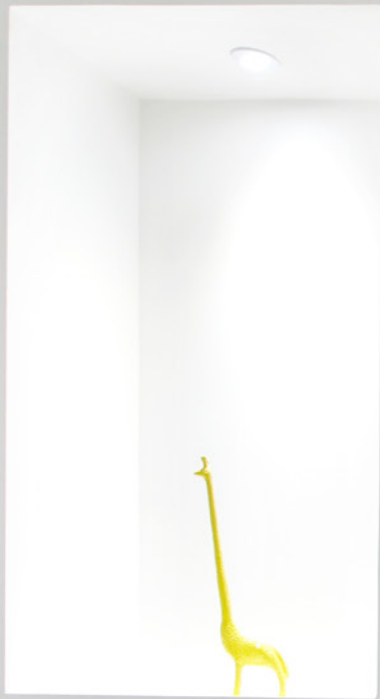
The Godfrey Living ethos is built on clarity, focus and objectivity, all of which are key to our engagement with landlords and our approach to lettings and management. We believe in full transparency, always, so you won't find any small print or hidden clauses. Property is personal and our intuitive approach places relationships at the heart of what we do, building partnerships with landlords to understand their investment plans, expectations and goals.





“Godfrey Living are exactly what I want from a letting agent. They found me an excellent tenant quickly, meaning my property wasn’t sat empty and costing me money, as it had done with my last agent. That tenant has now been in place for over a year and I couldn’t be happier with them. I will be using Godfrey Living for a long time to come.”

Gary S





Lettings made simple.  
Let us show you how...

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