

## **SERVICES OFFERED BY LEANO HOMES:**

#### 1. RENTALS

Tenant Placement (As can be seen in the rental mandate) -

- Market and advertise the rental property to potential tenants.
- Set up viewings and Show the property.
- Secure a tenant and draft all the relevant documents i.e sign the lease agreement and conduct entry inspection.
- Carry out all necessary background checks and references on the prospective tenant and ascertain affordability.
- Negotiate the lease as well as all terms and conditions between the parties.
- Negotiate, facilitate and conclude the lease extension / renewal \*NB\* Only up to 2 extensions will be facilitated by LH, thereafter Landlord to carry out.

#### 2. INSPECTIONS

#### Entry inspections:

This is where a thorough check of the shell of the property is conducted by the LH representative together with the tenant and landlord. All LH successful tenant placements have the entry inspection included.

Additional, Interim & Exit Inspections:

The Landlord may elect to have additional inspections done throughout the duration of the lease which LH will carry out as required at a fee.

## 3. INVENTORY LIST COMPILATION

LH will assist in counting and compiling a list of all items in your furnished property that includes all cutlery and crockery.

#### 4. OTHER ADHOC/PAPERWORK FOR & ON BEHALF OF LANDLORDS

This includes but is not limited to conducting credit checks & drafting of lease agreements for Landlords who have found their own Tenants.

# 5. SALES (SELL YOUR PROPERTY)

Free Property valuation.

You may not be looking to sell right away but a valuation of your property may help in making an informed decision of the next steps to follow.

- Market and advertise the sale property to potential buyers.
- Set up viewings and Show the property.
- Secure a buyer and draft the offer to purchase (OTP).
- Handover potential buyers to our inhouse bond originator should assistance with obtaining finance be required.
- Instruct conveyancing attorneys chosen by the seller to proceed with the process to transfer the property.

<sup>\*</sup>Please request for the "LH Commission/Fee Structure" for all services rendered\*