



Liverpool Student Homes
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Liverpool
L3 5SR

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REGISTRATION CHARGES ACADEMIC YEAR 2012/2013

NEW LANDLORDS

Registration of a property is for 12 months within **one** Academic Year. New registered landlords are charged a one of fee of £10 in addition to registration charges. All new properties will be inspected and landlords will be provided with a **'New Landlord Registration Pack'** which will include: A copy of The Landlord Handbook, 2 x Assured Shorthold Tenancy Agreements, 2 x Notice to Quit plus a property assessment and advice on your property/ies. The pack will be issued when a property/ies have been assessed and accepted onto the LSH Registration Scheme.

REGISTRATION FEES

Registration Fees for property adverts are outlined below. The charges detailed are to advertise your property/ies for the **Academic Year 2012/2013**, therefore a property registered within this registration period will only be permitted to advertise its availability for tenancies during the period September 2012 to June 2013.

Registration and advertising of properties for the **Academic Year 2012/2013** will commence from **Monday 5th December 2011**. It is entirely your choice when you wish to advertise your property/ies.

Forms and registration will not be processed until payment has been received with a fully completed registration form.

		Inclusive of VAT 20%
BAND A:	1 property	£55.00
BAND B:	2-4 properties	£115.00
BAND C:	5-7 properties	£164.00
BAND D:	8-10 properties	£215.00
BAND E:	11-15 properties	£270.00
BAND F:	16-20 properties	£326.00
BAND G:	21-25 properties	£382.00
BAND H:	26-35 properties	£437.00
BAND I:	36+ properties	£518.00

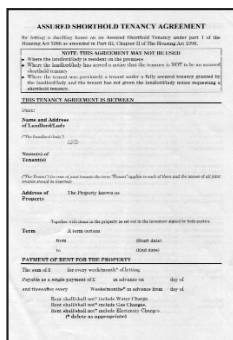
VAT Reg No. 673598875

Adverts duplicated in BAND I will be charged at £6.00 per advert.

It is possible to move from one band to another during the year on payment of the difference in fees.

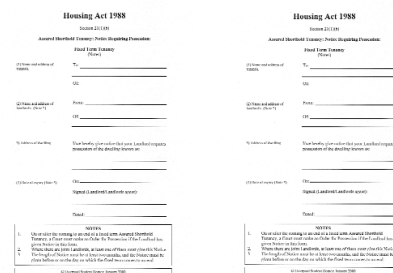
Please note fees cannot be refunded if your property/ies are not rented out or you withdraw the advert after submission.

Publications and Services available from LSH



Assured Shorthold Tenancy Agreement
 The standard form of tenancy agreement for student letting.
 This agreement has been drafted by legal experts, and complies with the 1996 Housing Act.
(A4) £1.00

AST: Notice Requiring Possession (x2)
 Notice Requiring Possession must be served on your tenant(s) in order to regain possession of your property.
 Two types are on offer (A) Fixed Term Tenancy and (B) Periodic Tenancy.
(A4) 50p each (both types)



NEW: Highlighted Web Advert

Have your advert stand out from the rest with the 'Highlighted Web Advert' option. Adverts will be displayed with a large border and will be shown at the top of a search list in the property category. Each property advert will be charged an additional £20.00 per property.

Information for Photographs and Web-Links

Photographs

You can provide us with an external digital photograph of your property, either on disc or via email in the jpeg format. The cost of uploading the photograph onto our website is included within the registration fee. You can also provide us with up to 5 internal digital photographs of your property, however there is an additional cost of **£20 for uploading up to 5 photographs**.

The photographs must be of the named registered property and the internal photographs should be a true reflection of how the property will be once the tenancy commences.

Landlords have sole responsibility for ensuring they send photographs in the right format and confirming the photographs have uploaded successfully. LSH will not take responsibility for uploading photographs which are not sent in the correct format.

The photographs will be displayed on your **web advertisement only** as we do not have the facility to reprint photographs on the accommodation boards.

Web Links (<http://www.youraddress.com>)

Liverpool Student Homes will arrange for a web link or links to your own web page from the additional information section on your web advertisement/s. **There are conditions applied to this facility.** You can **only** advertise promotional details of your registered property/ies. We are also unable to accept a link if the page viewed by using the link contains a further link to another site or web page.

The facility is based upon **individual advertisements** and is graded for cost accordingly. For example 4 properties, each with their own individual link would cost £20.

£10 for 1 link; £20 for 2-4 links; £25 for 5-7 links; £30 for 8-10 links; £35 for 11-15 links; £40 for 16-20 links; £45 for 21-25 links; £50 for 26-35 links; £55 for 36+ links.

Subject to the above conditions you can develop your own page as you see fit but some suggestions for inclusion could be 'Virtual Showrooms', 'Special Offers', 'Local Amenities' and 'Contract Terms'.

Liverpool Student Homes reserves the right to remove a web link from any advertisement where the site is in breach of the above conditions.

Cheques should be made payable to 'Liverpool Student Homes'.

Please send Assured Shorthold Tenancy Agreements @ £1.00
 AST: Notice Requiring Possession (x2) (A4) 50p each (both types)
 The Landlord Handbook (published by ANUK and LACORS) £3.50 each.

I enclose a cheque for £..... payable to "Liverpool Student Homes"

Name _____
 Address _____
 Postcode _____