



AUCTIONEERS, VALUERS,
ESTATE AGENTS

Liam Mullins & Associates Letting Management Service

Initial Set up

- Taking details & photos of the property to prepare for marketing
- Advertising the property on Daft.ie
- Assessing all enquiries on the property and creating a list of suitable candidates for viewing
- Finding suitable tenant with excellent references
- Create Lease Agreement
- Switching Utilities to the new occupier
- Registering with the RTB
- Photographic Inspection & Inventory list prior to tenant moving in
- Arranging the Deposit and First Month's rent

Ongoing letting management service

- Arranging necessary tradespeople when maintenance work is required
- All communication with the tenant
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- Keeping track of timely rents
- Regular inspections of the property
- Income & Expenditure breakdown per annum for your accountant
- Keeping track of rent increases when the need arises

Other work included in the Monthly Fee

- Advertising the property when it becomes vacant
- Finding a suitable tenant when the property requires re-letting
- Arranging all the documentation when the property is re-let



Monthly Fee 8% + Vat of Monthly rent

(Our Fees are 100% Tax Deductible)

Acting as Collection Agents for Non – Resident Landlords

Correspondence with the Revenue Commissioner RE: 20% Withholding Tax for Non Resident Landlords

Collection Agent Fee €220 + Vat

We have accountants that we work with in order to carry out this work on your behalf also and they will assist with claiming back some of the expenses on your rental property, including our fees, so you end up paying less tax. Working with an accountant is the most efficient way of getting the most from your rental property so we can send you in the right direction with this. The accountants we work with, charge approx €180 + Vat when they act as your collection agent, so it works out less than our collection agent fee.