

## *Mission Statement*

**“Cutcliffe Real Estate is committed to ensuring our clients receive the best possible outcome in relation to leasing property by adhering to a high standard of ethics and values”**

## *What We Offer You*

- **Free rental appraisal based on comparative market analysis**
- **Qualify applicants through TICA (tenant database), reference checks and 100 points system to pass before gaining your approval.**
- **Draw up leases and sign on your behalf**
- **Detailed ingoing and final inspection reports**
- **Immediate attention to repairs and maintenance**
- **Routine inspections where a report will be sent to you on the condition.**
- **Drive by inspections**
- **Monthly statements**
- **End of financial year statement**
- **Organise reimbursement of water usage accounts (for town water)**
- **Our office is open 7 days**
- **Experienced and friendly staff**

# *Advertising*

When your property is listed for lease with Cutcliffe Real Estate,

it will be advertised in these websites:

[www.cutcliffe.com.au](http://www.cutcliffe.com.au)

[www.realestate.com.au](http://www.realestate.com.au)

Your property will also be advertised in :

The Hawkesbury Gazette

The Hawkesbury Courier

“For Rent” sign at the property

Prominent window display at our McGrath’s hill office

On a Rental List at both of our offices

*No charge for the above regular modes of Advertising*

## *Fees & Charges*

- 8.8% including GST
- One weeks rent plus GST upon effecting the first initial letting of your property
- One weeks rent plus GST upon effecting any subsequent letting.
- \$6.60 per month for Postage & Sundries
- \$16.50 lease preparation fee
- No charge for regular modes of Advertising
- No charge for inspections of your property
- No charge for arrangement of repairs
- \$50 Attendance at tribunal by a Property Manager

# *Preparing Your Property for Rental*

**First impressions are important as they will help determine the type of tenant that is willing to lease your property and the amount of rent they are willing to pay.**

**Below are some helpful tips that are sure to make a big difference:**

- **Lawns and edges should be neat and tidy**
- **Walls/ paintwork need to be in a good condition**
- **Carpets should be steam-cleaned**
- **Ensure all fences and gates are in good condition and working**
- **A smoke alarm must be installed on each level of the home**
- **The property should be odour-free**