

RENTAL OPTIONS



INSTARENTALS

1. PROCUREMENT / PLACEMENT ONLY

This option is ideal for landlords who prefer to manage their property independently once a suitable tenant has been secured.

OUR SERVICES INCLUDE

- Advertising the property
- Conducting viewings
- Sourcing a suitable rental candidate
- Full credit checks
- Reference checks
- Employment verification
- Two rounds of internal approval before presenting a recommended tenant to the landlord

ONCE THE LANDLORD APPROVES THE TENANT

- Drafting the lease agreement
- Invoicing the tenant for:
 - Rental deposit
 - Utility deposit
 - Lease fee
 - First month's rental
- Handling movement control documentation (where applicable)
- Conducting a comprehensive ingoing inspection
- Facilitating the handover to the new tenant

From the date of occupation onward, the landlord will manage the tenant and property directly.

FEES

- Procurement Fee: One month's rental (8.33% plus VAT of the total lease value on a 12-month lease). This amount is deducted from the first month's rental.

LEASE RENEWAL

Should the tenant wish to renew:

- 6% plus VAT of the total new term for negotiating a new rental, drafting and signing the renewal, and conducting a property inspection.
- 4% plus VAT of the new term if the tenant signs a further 12-month extension (negotiation, renewal documentation, and inspection included).

DEPOSIT

The rental and utility deposits are paid to the landlord on handover of the property for safekeeping and must be held in an interest-bearing account for the benefit of the tenant.

2. MONTHLY MANAGEMENT

This option is designed for landlords who prefer a fully managed, hands-off rental solution.

PROCUREMENT SERVICES AS PER OPTION 1

ONGOING MONTHLY MANAGEMENT INCLUDES

- Yearly Tax Statements
- Monthly invoicing and rental collection
- Utility invoicing and reconciliation as per the lease agreement
- Holding the tenant's deposit in an interest-bearing trust account
- Maintenance management:
 - Obtaining quotes from trusted service providers
 - Arranging repairs
 - Paying service providers from the following month's rental
- Managing insurance claims on behalf of the landlord
- Handling tenant complaints
- Paying levies and rates on the owner's behalf (if requested)
- Acting as the sole point of contact between landlord and tenant
- Conducting an exit inspection when the tenant vacates

The landlord deals exclusively with Instaproperty, with no direct interaction required with the tenant.

FEES

- Procurement Fee: One month's rental (8.33% plus VAT of the total lease value on a 12-month lease).
- Monthly Management Fee: 7% plus VAT of the monthly rental.

LEASE RENEWAL

Should the tenant wish to renew:

- 6% plus VAT of the total new term for negotiating a new rental, drafting and signing the renewal, and conducting a property inspection.
- 4% plus VAT of the new term if the tenant signs a further 12-month extension (negotiation, renewal documentation, and inspection included).