



OWNERS CHECKLIST FOR RENTING

Have you decided to let your property, but not sure where to start? Look no further!

Getting started

- Is your property sitting empty for some weeks of the year?*
- Do you have a cupboard or chest where you can store your personal effects?*
- Is your property furnished suitably for a rental audience (neutral decoration appeals most)*

Getting your property ready

- Have you obtained some holiday home rental liability insurance?*
- Have you checked your home is safe for children & has a first aid kit?*
- Can you provide details of the local fire, police, ambulance and doctor surgeries?*

Setting your pricing

- Have you decided on your target audience - families, couples, groups or mature couples?*
- Have you researched the cost of other accommodation? (B&B's, Hotels & Package Holidays)*
- Do you know when the high, medium and low seasons are for your area?*
- Are you happy to offer discounts for late deals or longer stays?*

Get ready to take bookings

- Have you asked Holiday Lettings to help you create a booking form that you can email to clients*
- Have you decided on how much to ask for as a rental deposit? (25% is typical)*
- Have you decided on how much to take as a security deposit? (£100-£500 is typical)*
- Have you got an inventory of any valuable furnishings for the cleaner to check each week?*

Handling enquiries

- Will you be able to get back to enquiries as soon as possible by email or phone to clinch the booking?*
- Have you prepared a standard email to send with the booking form?*
- Have you prepared a welcome email/ letter to send before the holiday with directions?*
- Can you provide names of all the low cost airlines that fly to your area?*

Property management

- Have you got copies of your keys to post to clients or obtained a "meet & greet" agent?*
- Have you arranged for a local cleaner or agent to do the weekly changeovers?*
- Have you arranged for someone to take care of emergencies locally?*
- Have you compiled a binder at the property with all the instructions about the property?*

The little extras

- Will you arrange for the cleaner to leave little touches like wine, flowers or tea & coffee?*
- Have you left a folder at the property for people to read about places of interest and good food?*
- Have you left a guest book at the property to collect feedback and testimonial comments?*
- Will you call visitors after their return from holiday to check that everything went OK?*
- Would you like to earn thousands of pounds from your rental property from an annual online advertising fee of £99 + vat per annum?*
- Did you know a full-page online advert with Holiday Lettings with 16 photos, availability calendar and enquiries direct to your inbox is just £99?*

Have you registered with holidaylettings.co.uk?