



HW RESIDENTIAL LETTINGS

Landlord's Guide to Holiday Letting

WWW.HWLETTINGS.CO.UK



HW RESIDENTIAL LETTINGS



An Independent and family run firm,
**specialising in Residential Lettings and
Holiday Let Management.** We pride
ourselves on delivering a personal touch
and are fully focused on the priorities and
needs of our Landlords.



HW RESIDENTIAL LETTINGS

About Us

My name is Casey, and I am the owner of HW Residential Lettings. I have lived in the local area for over 20 years, and a newly qualified lettings agent with an ARLA accreditation.

I work alongside my Mother, Andrea Walker, having also lived and worked in the local area for a long time.

We specialise in holiday accommodation and residential tenancy lettings, so we are able to fit your needs based on what type of letting you choose. If you are undecided, we can help advise you on the type of letting to choose from based on your property.



Our aim is to give the very best levels of customer service and as a family-run business, we pride ourselves on our personal touch.

This leaflet is designed to provide you with things to consider when converting your property into a holiday accommodation.



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Why choose us?

- A family run local business to Holmfirth and Huddersfield, we are uniquely positioned to deliver a world-class level of service alongside local knowledge
- We are committed to providing you service on a personal level
- We are experienced in managing and letting many properties, from large 6/7 bedroom properties, to small 1 bedroom cottages
- Newly qualified and a professional accreditation through ARLA Propertymark, we are up to date with the lettings in industry rules and regulations
- Unlike other holiday letting companies, we have an in-house maintenance man, who can be called to carry out repairs needed.

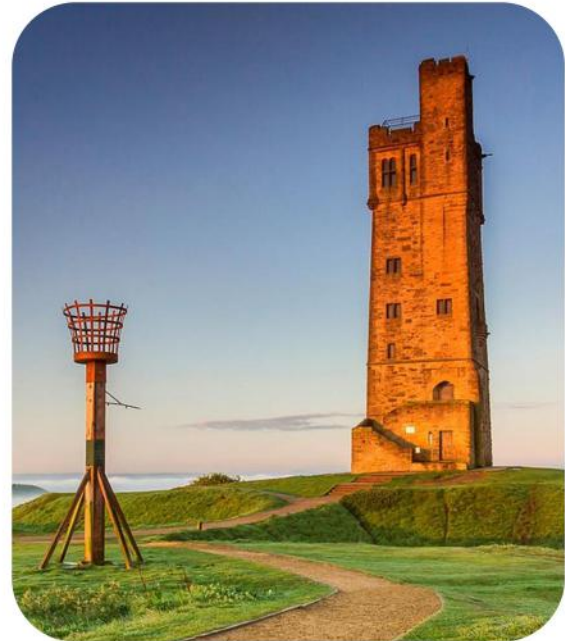


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What we do

Choosing the right service for you

We offer two levels of holiday letting services. we offer a **Management Only** and a **Fully Managed Accommodation**.



	Management Only	Fully Managed Accommodation
Customer Contact	✓	✓
Compliance Management	✓	✓
Regular Maintenance	✓	✓
Marketing		✓
Cleaning & Changeovers	Optional	✓



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Services explained



Customer Contact

We are the first point of call for guests before, during and after their stay. We provide guests with a welcome email, property and area information, and answer any queries they may have. We have a 24 hour point of call and an on-hand maintenance person for any emergencies.



Compliance Management

Ensure the property is up to date with all health and safety requirements. These include a gas safety certificate, boiler services, PAT testing, EICR reports, fire safety certificates, and an EPC, Ensure the property has a regular risk assessment. This outlines any potential hazards at your property.



Changeover & Cleaning

Managing the housekeeping of the property. Report any breakages/maintenance needed. Providing fresh linen for each booking, Ensure a good supply of essential items are available & report if anything needs replacing.



Marketing

We will advertise the property on our website, major holiday letting portals such as Booking.com & AirBnB, and social media.



Regular Maintenance

Detailed property checks carried out throughout the year, and any reports of breakages/maintenance made by the housekeeper is dealt with by our on-call maintenance person, Arranging window cleaners, gardeners, private waste collection and a one off deep clean when needed.



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A guide to holiday letting your property

Furnished Holiday let rules

**To qualify for a Furnished Holiday Let tax,
there are key rules and regulations;**

1

Your property must be actively promoted and let commercially, with the intent of making a profit

2

Your property must be available for holiday letting to guests for at least 210 days (30 weeks) per year.

3

If somebody rents your property out for more than 31 days, it shouldn't be more than 155 days as this becomes a 'long-term' occupation.

4

Your property needs to be adequately furnished and equipped.



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A guide to holiday letting your property

Meeting Health & Safety Standards

Health & Safety standards are fairly similar to short-term and long-term letting.



Smoke and Carbon monoxide alarms

Regulation is now in place which requires smoke alarms and carbon monoxide alarms. A smoke alarm must be installed on each floor of the property, and carbon monoxide detectors must be placed in rooms with a solid burning appliance e.g. coal fire or wood burning stove.



Gas safety record

A gas safety check must be performed once a year by a Gas Safe Engineer. This ensures all gas appliances, pipes and flues are safe.



Energy Efficiency

An Energy Performance Certificate (EPC) is legally required every 10 years. A rental property must have a rating of E or above. It is a landlords/agencies legal duty to provide tenants the EPC as early as possible.



Furniture Compliance

All furniture provided in a rental must meet safety standards and display appropriate labels.



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Water Safety

The water supply to the property must be working properly to protect your tenants against Legionella.



Electrical Safety

New regulations from 2020 state an Electrical Installation Condition Report (EICR) must be obtained from a registered electrician every 5 years.



PAT Testing

Although there are no current legal requirements for landlords/agents to conduct PAT tests, we strongly recommend that PAT testing is performed to ensure the safety of tenants and to be sure you are compliant.



Fire Risk Assessment

The law requires each property to have carried out a fire risk assessment. For smaller properties, this can be done by yourself or your management team. For larger properties, a competent fire risk assessor will be required.



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Other Rules & Regulations

Length of Letting a Property

For a property to count as a holiday let, it must be furnished and available for letting at least 210 days of the year. You can use it yourself for up to 22 weeks.

Do I need Planning Permission?

In most cases, no, you do not need planning permission to let out a property for holiday use. However, you will need to check for any covenants or deeds of the property if you do not own the lease. Some leasehold properties may contain a clause banning sub-letting. Also, most mortgage lenders won't permit short-term lettings if you do not have a special type of mortgage for holiday homes.

Make sure you have the right mortgage

If you have a standard residential mortgage, you may find that it is against the terms of your mortgage to begin letting the property. This applies to holiday letting & short-term lettings. You will need to speak to your lender about switching to a product suitable for this kind of use.

Maintenance & Repairs

It is a landlord/agency's legal duty for most maintenance and repairs to the exterior or structure of a property.



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I Holiday Home Insurance

Obtaining the appropriate insurance for your holiday let is important to protect you and your property from any mishaps that may occur. Having public liability cover of over £2 million is essential. If you employ any individual in your holiday home, it is a legal requirement to have employer's liability insurance. This covers you if an employee has an accident and claims for injuries. Minimum legal requirement for insurance is £5 million.

It is recommended that you take out a policy that is specifically designed for your property. Holiday let insurance safeguards you from many areas that a normal home policy wouldn't.

I Council tax and business rates for holiday homes

If your holiday home is available to rent for 20 weeks (140 days) or more per year, you should be registered for business rates property tax rather than a council tax. If you qualify as a Furnished Holiday let, you will be able to claim Small Business Rate relief. This will reduce the amount of tax you will have to pay.

Visit the HMRC help guide for more information.

<https://www.gov.uk/government/publications/capital-allowances-and-balancing-charges-hs252-self-assessment-helpsheet/hs252-capital-allowances-and-balancing-charges-2019>



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I Declaring earnings

As with any business, it is compulsory to keep accurate documentation and accounts which will record income and expenditure for tax purposes. You must declare all earnings from your holiday let business when filling your annual return to HMRC.

Visit HMRC HS253 for further advice:

<https://www.gov.uk/government/publication/furnished-holiday-lettings-hs253-self-assessment-helpsheet/hs253-furnished-holiday-lettings-2020>

I TV, DVD and Music licences in holiday lets

TV Licence: If you have a device available for any short-term accommodation, where they are able to watch or stream live TV, you will need a TV licence.

DVD Licence: You will also need a DVD Concierge licence if you provide a DVD film library for your guests. Providing films to paying guests without a licence is an infringement of copyright law (The copyright, Designs and PATents Act 1988).

Music Licence: Depending on the size and type of holiday let, you may need a copyright licence to play music on a device. According to Visit Britain, you will be exempt if:

The premises is only holiday accommodation business that you own or operate

The premises is also your domestic residence

Facilities are only available to resident guests



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Next Steps

I Where to start?

You are welcome to email/give us a call for further information, or arrange a free, no obligation meeting with us at your property. You can ask as many questions as you like about our services. We will usually give you advice on how to maximise your property potential, charges, recommended equipment and how to comply with legal and best practices requirements.

I Thinking of joining us?

Once you have decided you would like to manage your property with us, we will ask you to sign a Letting Agreement. This will be an initial 6 month agreement, and then will continue on a rolling contract until 3 months notice is given either in writing or by email. When the agreement is in place, we will then prepare your property for holiday letting based on your requirements discussed with us.



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