

LEGAL SERVICES

for

**LETTING AGENTS &
PRIVATE LANDLORDS**

**OFFERING MORE THAN JUST
BLACK & WHITE SOLUTIONS**



Property is the most expensive investment many people will make. It is vitally important that Landlords are able to act to protect this investment quickly and effectively when the need arises.

At Johnson and Boon Solicitors, we have a team of experts who specialise in Landlord & Tenant matters. Our experience allows us to provide efficient, cost effective advice to ensure that progression is made to resolve issues at the earliest opportunity.

OUR SERVICES INCLUDE:

Warning Letters

It is not uncommon for minor issues to arise during a tenancy. Whilst it is possible for the Landlord or Letting Agent to correspond with the tenant to resolve these issues directly, it is often much more effective for us to make contact on their behalf.

We would write to the tenant, formally setting out the basis of the complaint e.g. late rent, the condition of the property requires attention or anti-social behaviour needs to stop.

Most of the time our letter will be sufficient warning to ensure that the tenant takes action. If however our letter is not sufficient to make the tenant take action, the Landlord will then be able to consider if the tenant is the right tenant for them moving forward and may wish to place instructions for an eviction process to commence.

Our charge for a basic letter of this type would be £39.00 plus VAT.

Complex correspondence or matters requiring the review of documentation in advance would be quoted for on a case by case basis.

Section 21 Notice

A section 21 Notice is the most straightforward method by which a tenant can be removed from a property.

As part of our process we will determine that a valid Section 21 Notice can be served prior to preparing the Notice. If any action is required prior to the Notice being served, we will provide advice as to the steps required and if necessary, we can provide a quote for completion of those additional steps.

Once everything is in place we will prepare and serve a Section 21 Notice for a fixed fee of £100.00 plus VAT.

Accelerated Possession Proceedings

If a tenant fails to vacate a property following the expiry of a Section 21 notice, County Court proceedings can be commenced to obtain a Possession Order from the Court.

For a fixed fee of £350.00 plus VAT we will prepare the proceedings, issue them at Court and correspond with the Court.

There is also a Court fee which is payable to commence the proceedings which is currently £355.00.

Sometimes the tenant will file a Defence. If they do, the Court may list the matter for a hearing to consider matters. If they do, we will instruct an Advocate to represent you at the hearing. The Advocate fee will be payable in addition to our fees. Such fee is likely to be in the region of £162.00 but may be subject to change.

Once obtained, the possession order will specify a date by which the Tenant must vacate the property.

Section 8 Notice

Sometimes it is more appropriate for the section 8 process to be used. There are a variety of reasons why this may be the case, for example the Landlord may wish to include a claim for rental arrears within the proceedings.

The section 8 process is more complex and so careful consideration must be given before the Landlord decides to proceed via this process.

On appropriate cases we will prepare and serve a Section 8 Notice for a fixed fee of £192.00 plus VAT.

Section 8 Proceedings

In the event that a Section 8 Notice has been served upon the tenant and the tenant has failed to vacate the property, we can then progress the matter through the Court system to obtain a Judgement in favour of the Landlord.

The manner in which these proceedings progress through the process differs depending upon the issues involved. We would therefore provide an accurate indication as to the costs involved on a case by case basis.

A court fee of £355.00 is however payable to commence the proceedings.

Enforcement

There are occasions when a Tenant fails to comply with a Court Order. We can assist you in enforcing the terms of the Order via High Court Enforcement.

The costs involved differ depending upon the issues involved and so quotes are provided on a case by case basis.



"As a business we have used Rob on numerous occasions. We have also recommended him to several Landlords. The service we have received has always been impeccable and Rob has always responded to any queries professionally and more importantly, promptly. We would have no hesitation in using him again in the future."

Steve Molloy
Belvoir Lettings

Robert Boon has always given my clients and myself excellent legal advice when it comes to Tenant arrears and serving notices. Luckily we don't require advice very often but it's always handy to have a solicitor that specialises in this area to clarify legal processes.

Fraser John
Professionals on the Move

"Excellent service every time from Rob and his Team. Highly recommended"

John Harding
Harding Estates

"As a letting agent I found myself in an unexpected and difficult situation where I needed expert legal advice. I found Johnson and Boon Solicitors online after a couple of other local firms had failed to return my calls. From the outset, everyone I dealt with at the firm, from receptionist to solicitors, were approachable and very prompt to return calls or emails and answer questions. Rob Boon was very quickly assigned to my case. He was calm, approachable and reassuring throughout the whole process.

I was kept completely informed and advised along the way. Rob reached the most satisfactory conclusion possible to the matter with efficiency and skill and has expert knowledge of his field. I would recommend him and the firm without reservations."

Suzanne Hodgson
Wirral Property Management



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