

LANDLORD SWITCH PACK

The Landlord Switch Pack

Thinking of moving your managed property to Habitat? Here's exactly how it works — and how little changes for your tenant.

1 Why switch to Habitat?

- **Local team** — managing homes across Wolverhampton and the WV postcodes since 1990.
- **Direct contact** — you speak to the people handling your property, not a call centre.
- **Compliance-led** — especially important since the Renters' Rights Act 2025.
- **Published fees** — 12% for full management, no VAT, no hidden charges.

2 How the handover works

Switching a property that already has a sitting tenant is usually quick and tidy:

- Review the existing tenancy agreement
- Check the deposit protection certificate and prescribed information
- Confirm the rent, standing-order setup and any arrears
- Audit compliance: Gas Safety (CP12), EICR, EPC, smoke & CO alarms, How to Rent / Information Sheet, Right to Rent checks and deposit information
- Identify and clearly flag any gaps
- Write to the tenant introducing Habitat as the new point of contact
- Move rent standing orders to our client account
- Begin monthly rent collection and statements

3 Services available

Full management — 12% of monthly rent

Rent collection, arrears follow-up, maintenance coordination, routine inspections, compliance tracking and monthly landlord statements.

Let-only — one month's rent

Rental valuation, marketing, viewings, referencing and tenancy setup.

4 Compliance support

For managed properties, Habitat tracks and prompts on:

- Gas safety renewals and EICR five-year dates
- EPC expiry and minimum standards
- Deposit protection and prescribed information

- Smoke & CO alarm checks and Right to Rent
- Renters' Rights Act Information Sheet and How to Rent guide
- Awaab's Law damp & mould response and the Decent Homes Standard
- Rent-review evidence and repair logs

5 What changes for your tenant

Very little. New contact details, the same rent and the same home. Standing orders redirect to Habitat's client account and repairs go through our system. Your tenant receives a friendly welcome letter explaining everything.

6 Fees & commitments

- No long tie-in contracts and no charge to give notice.
- No VAT — Habitat is not VAT registered, so the fees shown are the full amounts payable.
- Third-party costs (gas certificates, EICRs, EPCs, contractor invoices) are passed on at cost and agreed with you beforehand.

7 Next steps

Call **01902 423843** or use the valuation / compliance-check form on our website. A short phone call is usually enough to work out what's needed and what the timings look like.

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This guide is general information and does not replace professional or legal advice. Last updated: June 2026.