



IF YOU DECIDE TO LET A RESIDENTIAL PROPERTY

A Checklist for New Landlords

Join your local Landlords Association	
Have all wiring in your property inspected by a qualified electrician	
Have electrical equipment being supplied to tenants PAT tested	
Have your gas equipment inspected and serviced by a Gas Register technician	
Have an EPC prepared	
Prepare a Fire Risk Assessment	
Prepare Legionella Risk Assessment	
Do you have/need a CO detector?	
Do you have sufficient fire alarms?	
Register with one of the Tenancy Protection schemes	
Prepare Assured Shorthold Tenancy Agreement with all required clauses and others to protect your investment	
Check to see if you need to register with the local authority for an HMO licence	
Take out landlord’s buildings insurance	
Ensure your mortgage company are aware of and agree to the tenancy	
Remember to note rent payments as well as costs of being a landlord in your tax return	
Prepare notice to comply with GDPR	
Register with Information Commissioners Office (ICO)	
Prepare folder with all documentation to be handed to client for each property – including manuals for all equipment	

MEMBERS OF THE BRITISH PROPERTY FEDERATION



**The Cornwall Residential Landlords Association is a company limited by guarantee
Company Registration Number: 5363025**

**Registered Office:
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