



# SERVICES

Management

# NOT JUST A RICS-REGISTERED & AWARD WINNING PRACTICE

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At MBI Surveyors we bring together the built environment, our clients and property processes into a seamless transaction. We diagnose buildings, expand brands, obtain planning consents and manage uses.  
Established 2014.

**6**

Industry awards from  
RICS & BUILD

**500+**

Property transactions  
& surveys

**7**

Talented surveyors  
forming our team

# **MANAGEMENT SERVICES**

# Asset Management

Acting for our landlord or tenant client. For landlords we can offer proactive asset management. Handle notices effectively and serve on time with solid, reliable advice. Assess risk. Portfolio growth considered. Day to day management for typical maintenance issues. Reliable contractors.

Credible contractors' assistance for any works required. Rent collection and management available. A monthly retainer option is available and can be quoted on a bespoke and case by case basis.

For tenants, we offer a personal and unrivalled service. Have your portfolio managed - be on the front foot (management is not just for landlords!). Ensure the portfolio is performing. Act on potential pitfalls. Be proactive in lease renewal and rent review servicing, not reactive to landlord demands and notices. Service charge management and challenges also undertaken. As well as Rating challenges.

Fixed management fees available. We can include the preparation and submission of Licensing applications, rating challenges (and checks), planning (changes of use, extension of hours) and landlord & tenant matters. See additional pack on request for further tenant-servicing information.

# Landlord and Tenant

Experience and expertise in acting for a range of landlords and tenants. Negotiate lease terms / renegotiate. Respond to notices correctly. Instigate the process, serve notice correctly. Management of issues as they arise. Advice on break options - correct servicing.

Lease renewals and rent reviews including activation and service of notice on behalf of tenants or landlords. Alienation matters also handled effectively and coherently with liaison between all parties managed.

Our fees on rent review and lease renewal instructions:

Rent up to £10,000 = 8% (minimum fee £650+VAT) Rent £10,001-£50,000 = £800+2% of the new rent Rent £50,001 or more = £1,800+1% of the new rent

If a nominal rent increase is agreed the fee will be the minimum fee basis (£650), whatever the rent is. £500+VAT is charged on receipt of instructions and this is deducted from the final fee account.

Protect your commercial property lease - it is a financial asset!

# Licensing

Premises Licence advice and preparation of applications. MBI acts for a number of national brands including GDK, Pepe's Piri Piri and Beatons Tearooms and advises on the likelihood of obtaining licences and what will be needed including providing the documentation fit for purpose and created specifically for the needs of the client together with the restrictions of the local area.

Seating and pavement, plus trading licences can also be prepared and submitted on behalf of our clients. In all scenarios the applications are monitored through the process with the relevant authorities to Notice. Further negotiation may be required to ensure that the Licence is granted and MBI are expertly placed to provide this.

Fees dependent upon the requirements of the client and where they have documents already in a template form with successful practices in place, cost savings can be made.

# CONTACT US

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