



BARCELONA



Management options - Yearly rentals - from 6 months up to 5 years -



ShBasic: commercialization

We will find the best tenant for your apartment

With this service we will search and select the best tenant for your flat. ShBarcelona offers this service to you with no cost and without exclusivity contract.

What is included in ShBasic?

- a. Professional photographic and video report of your apartment,
- b. Advertisement in the most important national and international real state websites: shbarcelona.com, apionline.com, bolsadealquier.com, fotocasa.com, habitaclia.com, enalquier.com, craigslist.com and others,
- c. Presence in social networks as Facebook, Twitter and YouTube,
- d. Personal attention in our offices (Bailen 200 for long term rental),
- e. Professional visits in your apartment every day from 10:00 to 19:00,
- f. Solvency study of our clients as well as the companies they work for,
- g. Signature of the rental contract and real state laws advice.



ShPremium: comprehensive management

We take care of all the actions involved in renting your apartment

ShBarcelona proposes to you a complete service for the rental of your apartment. One of our managers will offer a personal attention in order to take care of all managements related to the apartment, the rental or the tenant, solving any situation appearing during the along the lease. The cost of this service is 5% +IVA of the monthly rent.

What is included in ShPremium?

- a. Management of rental fees with INCASOL as well as the contract of "Aval Lloguer de la Generalitat", an insurance for rental default,
- b. We check the condition and inventory of your apartment during the check in and check out of the tenant, taking care of any reparation,
- c. We change the holder name and bank account for all utility supplies and check the meter readings for a proper bills distribution,
- d. We manage all incidents regarding your apartment during the length of the rental contract. There is a 24/7 emergency phone number at landlord and tenant disposal,
- e. We take care of punctual payment of the monthly rental,
- f. There is at your disposal a landlord's Intranet where you could check all information, files and status related to your apartment and rental,
- g. Set-up of your apartment at the end of the contract in order to rent it again as soon as possible (cleaning in extra).
- h. ShPremium cost: 5% +VAT of monthly rental



Required documentation for landlord

All apartments rented by ShBarcelona offer well-functioning and recently revised water, gas, boiler or water heater systems. In the opposite case, the owner will have to bear the costs and the revisions before the entrance of the tenants.

If you don't want to be bothered while we find a tenant for your apartment, we recommend you to hand us over a set of keys with the purpose to realize visits in our public attention time. Once you approve our tenant proposal, we will require documentation.

Documentation to formalize the lease (ShBasic and ShPremium options)

- a. Deed of the apartment sale,
- b. Copy of landlords DNI, NIE or passport,
- c. Copy of home assessment or "Cédula de habitabilidad",
- d. Energy efficiency certificate (certificado de eficiencia energética),
- e. Landlord permanent address and contact information,
- f. Landlord bank account.

Documentation to formalize the lease (ShPremium option)

- a. Information of home insurance,
- b. Contact information of the property building manager,
- c. Last water, gas and electricity bills,
- d. Detailed inventory of the apartment and white gods warranty in addition, if possible,
- e. Two complete sets of keys (property building main door, apartment door, mailbox, terrace, community zone and others).



Study of suitability of candidates

ShBarcelona compromises to find and select solvent tenants, economic stability and seriousness with the purpose to pay the rental punctually and take care of your apartment. For this reason, we ask to all our candidates the following documentation.

Required documentation for candidates

- a. NIF, NIE or passport, permanent address and contact information,
- b. Spanish Bank account,
- c. Hired workers: job contract, three last pay bills and last annual tax declaration,
- d. Self-employees: two last quarterly IVA and IRPF declarations, last yearly IVA and IRPF declaration, last self-employed paid bill,
- e. Admission letter to the college or business school, or job contract with the companies who collaborate with ShBarcelona (ESADE, IESE, Elisava among others). More information about our agreements at: www.shbarcelona.com/partners,
- f. It is possible to ask for further joint signature or bank endorsement.

Important

Once the costumer solvency is checked, you may decide if you want to carry on or not.

Our managers will check all these information as well as the financial status of the company paying the candidate's salary. We will also search for previous defaults related to past rentals or other services. To approve our costumer's solvency we ask for a salary two times and a half superior to the monthly rental (monthly rental x2.5 equals to the minimum net income required). Keep in mind the prices ShBarcelona publishes must include community expenditures as well as property taxes (IBI).



Monthly rental



Yearly rental



Short term rental



Sales department



Renovation and decoration



Insurance

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