

Payment Advice and Statement Guide

Helping you understand your new landlord
payment advice and statements.



What is **Payment Advice**?

Anytime a payment is made to you via Street.co.uk, you'll receive a Payment Advice that clearly outlines what's about to be paid out. The Payment Advice will detail the income, deductions, and how much will be sent to your bank account.

Breakdown of Payment Advice.



Date and Payment Advice Number

Each payment has a unique reference number and date to help with record keeping.



Amount Paid

You'll be able to check the final amount being paid to you.

Payment Advice #10

| DATE | AMOUNT PAID | PROPERTY | TENANT |
|-------------|-------------|------------------|---------------|
| 01 May 2025 | £614.00 | 49 Arthur Street | Mr John Smith |



Receipts

Get the full details of any rent received, deposits, float top ups, and more. You'll be able to see the type of receipt, the description and the amount.

| RECEIPTS | AMOUNT |
|-------------|--|
| Rent Income | Rent Charge (01 Apr - 30 Apr '25) £1000.00 |



Deductions

View a clear breakdown of any fees or transfers between properties or accounts. This will show items such as management fees, contractor invoices - full or partially paid as well as any transfers if any money has been moved from floats or to other owned properties.

| DEDUCTIONS | | NET | VAT | GROSS |
|----------------|--|---------|--------|---------|
| Management Fee | Management Fee at 5% | £40.00 | £10.00 | £50.00 |
| Maintenance | Job 9876: Leaking Radiator - Inv No. 112 | £240.00 | £60.00 | £300.00 |
| Inspection Fee | Property Inspection for 49 Arthur Street | £30.00 | £6.00 | £36.00 |



Payments

See the total amount being paid to you after deductions.

| PAYMENTS | AMOUNT |
|-------------------------|---------|
| Amount paid to Mr Jones | £614.00 |

What is a **Statement**?

You'll receive a Statement on a monthly basis, showing a full summary of all money in and out for your properties during the statement period.

As well as this, you'll receive an overview of landlord financials, tenancy financials, and any upcoming maintenance jobs, inspections, tenancy renewals, and more.

Key Sections of the Owner Statement



Summary

The summary will show a combined overview of the portfolio. The period will list the date range as to what the statement will show. This includes opening balance, rent received, fees, NRL information, total paid, and your closing balance.

Summary

| | |
|---------------------------------------|-------------------|
| Opening balance on 30 March 2025 | £1,000.00 |
| Rent Received | £5,000.00 |
| Other Funds Received | £1,000.00 |
| Maintenance Deductions | -£3,000.00 |
| Management Fee Deductions | -£1,000.00 |
| Other Deductions | -£750.00 |
| Total Paid to Mrs Holly Hewitt | -£2,250.00 |
| Closing balance on 29 April 2025 | £0 |



Float Balance

This shows any retained float kept on your account to cover future maintenance.

Float Balance Summary

| OPENING BALANCE | AMOUNT IN | AMOUNT OUT | CLOSING BALANCE |
|-----------------|-----------|------------|-----------------|
| £15.00 | £50.00 | £20.00 | £45.00 |



Tenant Balance

View outstanding rent, what was invoiced vs received, and arrears status.

Tenant Balance Summary

| OPENING BALANCE | TOTAL INVOICED | TOTAL RECEIVED | CLOSING BALANCE |
|-----------------|----------------|----------------|-----------------|
| £0 | -£10,000.00 | £8,000.00 | -£2,000.00 |



Money In

A full breakdown of the tenants that reside in the property and the money that's been received.

12 Lower Lane, Westhoughton

Tenant(s): Miss Yasmine Ellis

Opening balance on 01 April 2025

£0.00

Money In

DESCRIPTION

Rent Income

Rent Charge (22 Apr - 21 May '25)

£1,500.00



Money Out

Details of any deductions such as management fees or contractor invoices as well as the closing balance from the ledger.

Money Out

DESCRIPTION

NET

VAT

GROSS

Management Fee

Management Fee at 5%

£150.00

£30.00

£180.00

Total Money Out

£150.00

£30.00

£180.00

Closing Balance

£1,320.00



Payments to Owner

Payments that were made during the month.

Payments to Owners

| OWNER | AMOUNT PAID |
|----------------------|-------------|
| Muhammad Kelly | £236.94 |
| Total Paid to Owners | £236.94 |



Management Detail

This includes additional information regarding the properties within a portfolio.

Expiring Certificates 2

| PROPERTY | CERTIFICATE | EXPIRY DATE |
|-----------------------------|--|--------------|
| 82 Butterfly Lane, Worsley | Electrical Installation Condition Report | 06 June 2025 |
| 12 Lower Lane, Westhoughton | Gas Safety | 05 July 2025 |

Upcoming Inspections 1

| PROPERTY | INSPECTION DATE |
|----------------------------|---------------------|
| 82 Butterfly Lane, Worsley | 12 May 2025 - 15:00 |

FAQs

- **How often will I receive a Payment Advice?**

You'll receive a Payment Advice each time a payment is made from Street.co.uk.

- **What if my tenant is in arrears?**

If your tenant is in arrears, it will be shown clearly on the statement under "Tenant Balance".

- **Can I get a breakdown by property?**

Yes, if you own more than one property, the statement will show detailed property-by-property information.

- **Can I download or print my Payment Advice or Statement?**

Yes, you can download or print both documents directly from your Street.co.uk landlord portal for your records or accounting purposes.

- **Will I receive a Payment Advice if no rent was paid?**

No. You'll only receive a Payment Advice when money is being paid to you. If there was no rent collected or no payment due, you won't get one for that period.