

PROPERTY MANAGEMENT SERVICES



Free Consultations

Maintenance and Repair Services

Accounting and Reporting Services

Estate Management

Property Inspection and more!!





Management that works for you

BASIC PACKAGE

- Collection of Rents;
- Monthly accounts and reports;
- 24/7 Emergency Contact Service;
- Advertising and Marketing of Properties and Units for rent;
- Selection and Screening of Tenants;
- General Maintenance and Repair;
- Payment of Utility Bills;

SERVICES OFFERED:

- MARKETING
- RENTAL AND LEASING
- PROPERTY INSPECTION
- FINANCIALS/ACCOUNTING
- REPAIRS AND MAINTENANCE
- GENERAL MANAGEMENT
- LANDSCAPING
- SALES
- LEGAL SERVICES
- ESTATE MANAGEMENT
- STAFFING
- PAYROLL

flexible plans for your commercial and
residential needs

**CUSTOMISE YOUR
PROPERTY
MANAGEMENT
PACKAGE TODAY!**



ADDITIONAL MANAGEMENT SERVICES

- Major Maintenance and Repair: materials and labour to be pre-approved by the Owner and invoiced to owner upon completion for payment;
- Garden and Grounds Maintenance;
- Residential Tenancy Agreements;
- Commercial and Residential Lease Agreements;
- Property Maintenance (Structural, Plumbing, servicing of air-condition units, partitioning, electrical and other major repairs);
- Facilitation of the Rental/Lease of a Commercial or Residential property;
- Arrangement of Security Services for commercial and residential units;
- General Cleaning Services for commercial and residential units;
- Notice to Quit for eviction of Tenants; and
- Legal Services.

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