



Management Option

5% +gst fee over rent and invoices paid plus advertising marketing packs when required. This is a good option for landlords who don't have the time following all tenancy processes but would like to be involved with their tenants and property.

Included in this Management Option:

- Owner Log in for management software
- Entry and Exit inspections.
- Routine Inspections
- Rent collection and managing rent arrears.
- Tribunal Application and document preparation
- Mid-month payments to your account.
- Monthly Statements.
- End of financial year statements.
- Issuing notices sent to your tenant and following up.
- Proactive maintenance, planning and support.
- Sales advice, connecting you with a sales agent that is right for you.
- Annual and in-between tenancy market appraisals.
- Management cover when you are overseas
- Signboards, property flyer and advertising on my website and social media.
- Screening and selection of tenants
- Preparation of the tenancy agreement, lodging the bond and all associated paperwork.