



Management Option

7% +gst fee over rent and invoices paid. This is a full management option where everything apart from advertising your property is included.

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.
- Sole contact for tenant, urgent maintenance and questions.
- 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.
- Onsite property viewings with potential tenants.
- Screening and selection of tenants
- Preparation of the tenancy agreement, lodging the bond and all associated paperwork.