

Property Management Proposal



PROSPA REALTY

“Your Key to Property Success”

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Sales – Leasing – Buyers Agent

Residential & Commercial Agency

Inspired - Unique - Dedicated

~ Dear Client CO14133 ~

Meet Your Team @Prospa Realty

Family Owned & Operated - Team Prospa have seen, experienced, advised, maintained, renovated, sold, leased and managed properties for clients since 2001. Our Unique understanding of the Real Estate Industry and being a member of REIQ- attending industry seminars and engaging with Real Estate Influencers elevates our Team to the next level! The Prospa Realty Team are local professionals committed to providing First Class, Full Service Sales & Property Management Services!

MEET ANGELA CASSAR - Principal Agent



Angela – Your Dedicated Property Management Consultant.

“I Love all aspects of Real Estate! I have personally worked for nationally recognised franchises & boutique agencies as Property Manager, Sales Agent, BDM, Asset Manager & Buyers Agent in Logan City since 2001 - with my vast knowledge, wealth of experience & passion for property - I look forward to assisting you on making Your Property Journey a Success!”

MEET STEVE CASSAR - Executive Agent



Steve – Wealth Strategist.

“I help Clients – Home Owners & Investors alike see, acquire & release the “potential” in their property portfolio. Working with Owners, Tenants, Building Developers & Insurance Companies since 2003 - with my knowledge of Properties & Asset Wealth Strategies I can advise & assist you on your journey today & into the future!”

Our Promise to You!

Prospa Realty ensure that at all times we are looking after the best interests of Our Clients, Customers & their Properties. Team Prospa Realty are Agents who care & are proud to assist you on Your Property Journey with our unique approach to Real Estate – providing professional services & advice a step ahead of other agents!

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Market Review

Thank you for your call, as discussed please find the following market review for your property.

4 bedrooms, 2 bathrooms, 2 car garage on 300m2 block.

Your property is classed as a modern home in a high-density residential area. Close to schools, an upcoming new shopping center under development on Park Ridge Road & centrally located between Brisbane & the Gold Coast – a desired area for families.

Properties in this location are currently receiving a rental return of \$540.00 to \$590.00 per week depending on condition & inclusions.

Current sale property value in this location is currently \$560,000.00 to \$620,000.00 depending on conditions & inclusions.

Asset Wealth Creation Snapshot-

Given a quick overview of your property & your purchase price in relation to today's market you potentially have untapped equity of approximately \$200,000.00 for wealth creation use for your investment portfolio. If you would like to know more, please contact Steve @ProspaRealty.

Please review the following information for your property's property management proposal.

We recommend that you choose Team Prospa Realty to manage your property as we are your local professionals who are driven, diligent & dedicated – providing professional services & advice a step ahead of other agents!

Fee Schedule

Prospa Realty are proud to offer their valued investors:
Full-Service Property Management at Competitive Rate + Investor Incentives.

SERVICE	FEE	INFO
Management Fee	\$2,431.00	Per Annum – Fixed Fee, regardless of rental return amount.
<p>February to June 2023 Special – Discounted management fee – 12 weeks free (per annum) Saving you \$561.00 = (\$2431.00 - \$561.00 = <u>\$1870.00 per annum</u>) * Terms & Conditions apply.</p>		
Onboarding Service	Included	Bringing your property onboard. Including transfer / collection from another agent if required.
Title Search	Included	Conducted at initial sign up of management.
Owner Online Portal Access	Included	Innovative Online Access : Efficient access to your property information 24/7 - including statements, tenancy details, rent collection, inspection reports + the status of maintenance requests.
Administration Fee	Included	No Monthly "Admin / Postage & Petties" Fees!
Routine Quarterly Inspections	Included	Detailed Reports including Photos.

Invoicing & Payment Processing	Included	If applicable: Invoicing tenants for outgoings. Arranging payments for expenses ie – Rates, Invoices etc.
Disbursements & EOFY Statements	Included	Easily accessible 24/7 via the owner online portal. Mid & End of Month disbursements.
General Maintenance	Included	Efficient & easily assessable for all parties – Owner, Tenant, Contractors & Agent via the online portal.
Additional Maintenance	\$35 per hour	IE – Liaising / Managing Contractors for Renovations, Refurbishments / Insurance Work etc.
Letting Fee	1 weeks rent + GST	<u>Including:</u> <ul style="list-style-type: none"> • Online Advertising, Real Estate.com.au • Prospa Realty FOR RENT Sign Board, • Inspections & Application Processing, • TICA Search's on preferred applications, • Lease Sign Up, • Detailed Entry Report.
Lease Renewals	\$25.00 per renewal	Includes Current Market Analysis.
Mediation / QCAT / Tribunal	\$55 per hour	RTA Dispute Resolution Process / Mediation & QCAT / Tribunal. Plus, lodgment fees, car parking fees at cost.

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PROSPA REALTY OWNER Bonus Incentives –

FREE Site Safety Risk Assessment. ~~Value \$220.00~~

Prospa Realty Care about your Investment Property & Upon Commencement of Management our Experienced Asset Maintenance Team will arrange to attend your property to conduct a Visual Inspection to assist in ensuring that your property is Safe, Risk Free, Up to date with Legislation, any Maintenance Issues identified & in Good Tenantable Condition.

FREE Asset Wealth Potential Growth Assessment.

Prospa Realty professional assessment of your property to identify any areas where you can potentially add more value/tenantable income to your asset or make your investment property more desirable to attract more quality tenants.

FREE Annual General Pest Control Value ~~\$265.00~~

Internal & External Treatment (excluding roof cavity)
General Cockroaches, Spiders & Silverfish.

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Free Annual General Pest Control – to be conducted within first 30 days of management to assist property is pest free during the management & assess the tenants living conditions – report if living conditions are conducive of pest activity.

Property management fees are payable upon disbursements at the mid & end of each month, less any discounts that apply.

The property management period is 12 months, if management is less than 12 months then the discounted management fee & free annual general pest control offer do not apply & are payable in full by the client upon processing of management finalisation.

Disclaimer – Information contained in this property management proposal is based on the agent's professional opinion, estimated values are current at the time of the proposal being prepared. This proposal is prepared for the purpose of reporting on the current market review for the property & is not to be considered as financial advice. Whilst all reasonable effort is made to ensure the information in this publication is current, Prospa Realty does not warrant the accuracy or completeness of the data & information contained in this proposal.

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