

# PROPERTY MANAGEMENT



**ABODE**  
ABODE PROPERTY



## ‘PROPERTY MANAGEMENT MADE SIMPLE

Abode's Property Management business model puts technology and innovation at the forefront to allow you to stay ahead of the competition. Our service is designed around your needs to allow flexibility.

This in turn allows your asset to generate maximum income while being maintained properly!



## ‘SMART PRICING

We make sure your property price is set correctly at the outset so as not to over price or underprice. If its overpriced its sits empty too long, if its underpriced your yield (Rental Return) is down.



## “FIRST CLASS MARKETING

Abode have an in house marketing department offering marketing and advertising of your property across all platforms as well as professional photography, and HD videos.

We then use all channels to promote including Google, Social Media, newsletters and our award winning website as well as trusted Dubai Property Portals.

## “TENANCY MANAGEMENT

After we have taken over your property and employed our award winning marketing strategy we find you a qualified tenant that is screened to make sure they are fit to occupy your property. During the tenancy period we offer full maintenance handling and tenancy management.







## ‘ LESS STRESS MORE FREEDOM

Our property management team are fully qualified to help deliver expert service to all our clients. We can help guide your business to success, when it comes to villa and apartment management. With our assistance we will be able to help you enjoy your home and/or maximise the profit you make from your home/investment.



## ‘ COMPREHENSIVE HANDOVERS

Our transparent handover procedures ensure that your property is always in the best condition and the best hands. With detailed reporting and efficient servicing, we can guarantee your property will rise above its competitors and that you always have complete tenant satisfaction at the start of your contract.

## PACKAGE

**PLATINUM 7%**

☐

**GOLD 5%**

☐

Tick box to select preferred package

### LEASING

Locate & secure new tenant	✓	✓
Prepare & administer tenancy contract & supporting documents	✓	✓
Liaise with landlord & tenant to execute lease renewals & collect rent related payments	✓	✓
Handle paymentson behalf of landlords, including handover of keys	✓	✓
Promote units for sale which are under a lease agreement & liaise with tenants directly for viewings according to governing laws	✓	✓

### EJARI REGISTRATION

Process Ejari registration (registration cost is additional)	✓
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### REPAIRS & MAINTENANCE

Handle tenants complaints	✓
Handle cleaning when tenant occupies/ vacates a unit (individual cost is payable separately)	✓
Manage routine maintenance work	✓

### VIRAL MARKETING

Prepare professional presentation of property for marketing purposes	✓	✓
Advertise on company website & other property portals	✓	✓
Advertise in local publications	✓	✓

### UTILITY PAYMENTS & COLLECTION

Connect & disconnect DEWA (DEWA fee is payable separately)	✓
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### INSPECTION OF PROPERTY

Inspect property bi-annually	✓
Prepare a property inspection report when tenant occupies/ vacates a unit	✓
Prepare a detailed property inventory (if furnished)	✓

### ACCOUNTING SERVICES

Pay contractors on behalf of lanblord	✓
Prepare & issue annual financial reports to landlord	✓
Handle community services	✓
Refund security deposit when tenant vacates the unit & handle any deductions (if applicable)	✓
Address all routine maintenance work	✓

☐

I hereby confirm to the above services along with the terms & conditions in the Property Management Agreement. I agree to the deduction of the annual fee directly from the first rental payment.

Full Name: \_\_\_\_\_

Abode Property: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Documents required:

- Title deed or Sales of Purchase Agreement
- Passport copy of owner & if resident in UAE in clude Residence Visa & Emirates ID

- Signed Property Management Agreement
- Company documents if applicable i.e. Trade License



# ABODE

ABODE PROPERTY

## HEADQUARTER

Lobby, Tower 1  
Grosvenor House  
Dubai Marina  
United Arab Emirates

## CONTACT US

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