

# Property care

## We solve your problems

---

Accidents

---

Non-payers

---

Appliance malfunction

---

Arrears collection

---

Insurance events

## We take over communication

---

HOA / Cooperative

---

Tenants

---

Neighbours

---

Energy suppliers

---

Craftsmen

## We check the condition of the property

---

Household equipment

---

Energy consumption

---

Incoming payments

---

Repairs

---

Revision and maintenance

## We update contractual relationships

---

Rent increases

---

Contractual documentation

---

Adjustment of advance payments

---

Underinsurance monitoring

---

Online document folder maintenance

## We bring in a new tenant

---

Property preparation for new tenants

---

Ensuring presentation materials

---

Finding a solvent tenant

---

Ensuring and archiving contractual documentation

---

Energy billing and transfer

# Property Care Pricing

| Service  | Price                           |
|--|---------------------------------|
| Initial consultation   | ✓                               |
| Market analysis of rental prices   | ✓                               |
| Ensuring the presentation of the property for rental purposes                            | ✓                               |
| Finding a suitable tenant and checking them in the debtor's register                     | ✓                               |
| Preparation and conclusion of the lease agreement with the tenant                        | ✓                               |
| Preparation of the handover protocol and handover of the property to the tenant          | ✓                               |
| <b>Price for rental property **</b>  | <b>One-time 6.000 Kč</b>        |
| Communication with the tenant on all matters relating to the tenancy                     | ✓                               |
| Amendments and termination of the rental agreement                                       | ✓                               |
| Energy and service billing with tenant   | ✓                               |
| Checking the condition of the property and energy consumption                            | ✓                               |
| Conclusion, performance and termination of contracts related to property management      | ✓                               |
| Maintenance and repair of the property   | ✓                               |
| Dealing with damage and accidents, including property facilities and equipment           | ✓                               |
| Notification of insurance claims and communication with insurance companies and entities | ✓                               |
| EUCS legal services and guarantees in connection with insurance claims                   | ✓                               |
| Control and recording of payments received for the tenant's use of the property          | ✓                               |
| Reminder and mediation of debt collection  | ✓                               |
| Arranging energy supply and communication with relevant suppliers                        | ✓                               |
| Keeping records of property and tenants  | ✓                               |
| Archiving relevant documents   | ✓                               |
| Communication with state administration authorities, HOA and other third parties         | ✓                               |
| Representation at HOA annual meetings  | 1.200 Kč/hour                   |
| Coordination of larger and more complex property renovations and repairs                 | 1.200 Kč/hour                   |
| Drawing on property-related grant programmes   | 1.200 Kč/hour                   |
| Consultation with property manager   | ✓                               |
| Online news from real estate market  | ✓                               |
| Online news from financial market  | ✓                               |
| Online document folder   | ✓                               |
| <b>Property Care Pricing</b>   | <b>Monthly payment 1.200 Kč</b> |

Price list valid since 1st August 2023

Prices include VAT

\*\* The rental price is included in the Property Care package