



Experienced
Property Managers

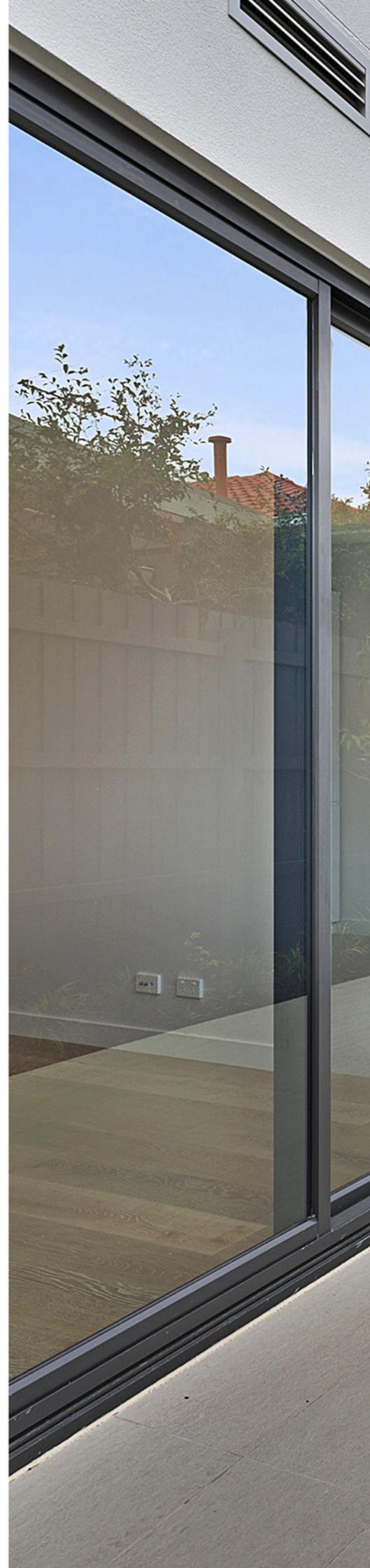
Maximise Your Investment

At Buyers Advocate PM you have the unique combination of experienced Property Managers and Buyers Advocates who can maximise your investment with over 23 years of experience.

Servicing inner Melbourne you can be confident you are in the best hands.

We offer a boutique service that leads to better results. All of our Property Managers have more than 10 years of experience and will look after your property like it is their own. Our Buyers Advocates can provide intimate knowledge of the market and will provide a yearly report on comparative sales in the area to keep you updated. They are also available to provide advice on what may be required to maximise the value on your investment and build equity should you be in the position to invest again.

While we provide all the standard services you would expect of your property manager, it is our attention to detail and care that ensures you can sit back and enjoy your investment.





Our Process

We would love to meet you. We'll discuss your property, what you hope to gain from your investment and what you can expect from Buyers Advocate Property Management.

At Buyers Advocate, property is our game and we know the rental market. We will value your property and give you advice on how to develop your property's appeal.

We will also advise you on any maintenance that will need to be done before listing to ensure your property is safe for tenants to occupy, and advise which jobs are required, by law, need to be completed.

Buyers Advocate have long standing relationships with trustworthy and reliable tradespeople, and will organise and

oversee any and all work being completed on your property. We will ensure every job is completed in a reasonable amount of time so you can have your property tenanted as soon as possible.

Your property manager will recommend insuring your property with Landlords Insurance, if you don't have it already. This insurance should cover contents, e.g. floor coverings, window furnishings and light fittings, loss of rent in the event that the tenant defaults on their agreement or the property becomes un-tenantable, and Public Liability cover to ensure that should an accident occur, you are not at fault and cannot be held accountable.

Marketing

When marketing your property, we will have professional photographs taken. This will display your property in a clear and appealing way, and entice potential tenants. Buyers Advocate can offer other effective marketing tools available should professional photography not be the best option for you.

Your property will be advertised for lease on our own website, as well as the big 3; realestate.com.au, realestateview.com.au, domain.com.au. Advertising on all 4 websites will maximise the number of potential tenants seeing and becoming interested in your property.

Our own website is easy to navigate, and contains all information a prospective tenant may require. There is always a Property Manager available to speak to should a potential tenant have a question about your property.

A lease board will be placed in a prominent location outside of your property to attract passing street traffic. Buyers Advocate also conduct open for inspections, and are more than happy to conduct private inspections also; we like to meet all prospective tenants in person.





Non-Professional Photo



Professional Photo

Choosing a Tenant

Once a prospective tenant's application has been received, we like to review it straight away. All references are contacted, including employment, rental history, credit history, and personal references. Your property manager will always supply you with all applications that have been received, with any recommendations on whom we believe the successful tenant should be, but the end decision will always lie with you.

All necessary documentation will be prepared for you and the successful tenant by your property manager. This will include the lease agreement, a detailed entry condition report, and

bond lodgement. All you are required to do is sign a few forms, we will take care of the rest.

The tenancy will be confirmed once the lease has been signed by all parties concerned (tenants and you, the landlord), the first payment of rent received, documentation has been completed, and keys have been handed to the tenant.

We will conduct routine inspections of your property during the tenancy to ensure it is being well cared for. The first inspection will be done 3 months after the lease has commenced, and every 6 months thereafter.

Property Valuation

This can really set you apart from other property management services. We provide you with access to the best tools available for investors and provide independent advice which can maximise the value of your investment.

Unlike most real estate agencies that have a sales division which rely on listings from their rental division to keep them ticking

over. We have no sales division or vendor advocacy service, this means we can provide absolutely independent advice with our only interest being what is required to maximise the value of your investment. This means you can ask the questions at any time as to what your property is worth without being badgered to list it for sale. "No conflicts of interest"

Financials

Buyers Advocate Property Management understands that correct management of your financial income is very important, and we treat it with the utmost importance.

You can choose to receive your monthly financial statement from us either via email or post, the choice is yours. We will also provide a summary of all income and expenses incurred at the end of each financial year.

The financial management of your property covers:

- **Bond Lodgement**
We will ensure it is lodged correctly.
- **Rent Collection**
We provide easy methods for tenants to pay their rent. This is then paid to you on a calendar monthly basis directly into your account. We manage their payments and promptly follow up any tenants who fall into arrears.

If a lease on your property is soon due to expire, we will notify you. We will arrange to reassess your property, to ensure you are receiving the maximum possible return in the current market.

If your current tenant is suitable, the aim will be to re-lease to the existing tenant.

An assessment will be done on your property, taking in factors such as the current rental amounts for similar properties and market conditions, the condition of your property, the tenant and the length of their tenancy. If a rent increase can be justified, we will advise you as soon as possible, and seek your instructions.

If an issue should arise at any time, Buyers Advocate Property Management will always be available to help. Your property manager is contactable via mobile, and has voicemail capabilities, email and office landline.

Our receptionist is also available to speak to and assist in some matters. The managing director is available to speak to for any questions regarding management.

We can take care of other matters, and have the facilities to pay rates (council and water), insurance, and owner's corporation fees on your behalf if required.





Why list your investment with us?

1

Boutique Service

Receive the high service standards from a smaller, experienced team.

2

Experienced Property Managers

All property managers have many years' experience ensuring your investment is in good hands.

3

Each PM has a Small Portfolio of 100 Properties

Every client is treated like a VIP. All of our clients are important to us so we take pride in our excellent service.

4

Area Knowledge/ Experience/Strong Relationships with Tradies

Servicing inner Melbourne for over 23 years.

5

Independent Investment Advice

No conflict of interest if you require estimate on the value of your property.

6

Friendly/Helpful Support Staff

All of our staff offer exceptional support and are pleasant to deal with.

7

Same Day Response

Guaranteed same day response from your PM.

8

Rent Arrears Followed Up Daily

Efficient and prompt follow up to ensure rent is received on time, every time.

9

Yearly Market Summary Update

Buyers Advocate provide yearly market update report on your investment including comparable sales report.

10

Look After Any Invoices on Owners Behalf

Such as rates, water service charges, Owner's Corporation, etc.

11

Appoint Professional and Experienced Trades People

Buyers Advocate PM has excellent relationships with some of the best tradespeople in the business.

12

Thorough 6 Monthly Inspections

Looking after your property as if it were our own is our number 1 objective.

Contact Us

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