



“The Manner in which the Property is managed today determines its value tomorrow”

# Property Management Services

Welcome to **Ascend Services**... our expertise comes with more than two decades of experience in Property Management Services ....

Ascend Services offers a broad range of Caretaking Services for Individual Flats, Commercial Buildings & Villas. Services are tailor made to cater Owners' residing outside India / Bengaluru.

**WE TAKE COMPLETE OWNERSHIP & RESPONSIBILITY OF YOUR PROPERTY IN YOUR ABSENCE....**

Rest assured from the comfort of your house, you can ensure hassle free, management of your valuable property no matter where you are located.

Your single point of contact for all your Property Management Service requirements like PDI (Pre Delivery Inspection) of new Flats, Rentals / Resale, Repairs, Maintenance, Interiors and Refurbishment.



## Services Offered

### CARETAKING SERVICES: SCOPE

1. Maintenance and upkeep of your property - Monthly twice wet mopping and dusting till the Property is occupied.
2. Pre and post tenancy inspection and reporting with pictures to the owners on flat status / condition.
3. Ensure safety and security of your property during vacant position. Property will be inspected periodically by our trained staff and reports submitted.
4. Facilitating Statutory Payments like house taxes, maintenance charges, utility bills etc., as per requirement.
5. Collection and depositing of rents, advance and other charges as per requirement.
6. Facilitation in renewal of lease Agreement if the client extends the lease.
7. Coordination between Tenant, Owner and Association on all matters pertaining to the property.



# Terms & Conditions:



1. Service fee will be equivalent to one month rent or Rs. 25,000/- whichever is higher for the Caretaking services per annum.
2. Charges to be remitted in advance for the above services.
3. In case the flat is to be shown to outside brokers and transaction closed by the owner directly, then 10 days of the monthly rent needs to be paid for co-ordination with outside agency.
4. In case of empty flats / Villas / Bungalows upkeep, the actual expenses plus service charges agreed mutually will be applicable.
5. A service charge of Rs.5000/- will be charged for tenancy renewal agreement & documentation.
6. Service fee mentioned is only within city limits (25 KM radius) for places beyond city limits additions service fee may apply and billed extra.
7. Taxes will be on actuals as applicable.

## Add on Services | FOR YOUR CONVENIENCE

1. Rental/Resale of your Property\* A discounted brokerage fee equivalent to 15 days rent will be applicable from the owner's side for clients availing Caretaking Services. Two percent of the sale consideration will be applicable for resale from the owner's side.
2. Renewal of existing rent Agreement – onetime fee of Rs.5000/- will be applicable from the owner side.
3. Repair and up keep of the property - actual cost plus 10 % service charges will be applicable.
4. PDI (Pre delivery Inspection) of new flats, snagging /de snagging follow up with Builders, monitoring of interior works etc., -A lump sum charge based on the location and flat size will be applicable on case to case basis.



5. Quality Painting, Interior works, Refurbishment works etc., will be carried at a very reasonable rates.
6. End to End Professional Property Management solutions for Commercial buildings.

\* The entire process of rental / resale / renewal like identifying the right tenant, client, documentation, coordination between parties etc., will be facilitated & assisted by our team till signing off the agreement / registration.

For hassle free management of your property please contact:

**ASCEND FACILITY MANAGEMENT & SERVICES PVT. LTD.**

# 180 4th Floor, 16th Main, 36th Cross, 4th T Block, Jayanagar, Bengaluru - 560041.

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