



This newsletter has been designed to keep you updated on what is happening within the industry and our real estate office

FROM OUR PROPERTY MANAGEMENT TEAM



THE LAW

Often we receive requests and directions from landlords with specific instructions on how to conduct or manage matters prior, during and after a tenancy has ended. We understand that owning an investment property can present many challenges, especially with the complexity of processes and procedures that must be adhered to. We would like to remind all our valued landlords that we are here to act in your best interests. However, we must act in accordance with legislation requirements to protect and maximise your investment return and to avoid the possibility of penalties being imposed, should a complaint be made or the matter proceed to the Tribunal/Courts.

BEGIN WITH THE END IN MIND...

There are many challenges that can arise during and at the end of managing a tenancy that could be avoided by being thorough and taking the necessary time from the outset.

The tenant sign-up is a very important part of the management process that our office takes seriously.

Once a tenant's application has been approved the next step is to collect monies and prepare the tenancy documentation.

Tenancy Agreement

The agreement should be detailed in accordance with legislation requirements as well as addressing grey areas that may need clarification and additional terms to ensure that the tenant obligations are very clear from the outset.

Bond & Rent Upfront

There should be no exception. Rent and a full bond should be collected from the tenant in cleared funds prior to taking possession of the property. From experience, tenants can make lots of promises to pay

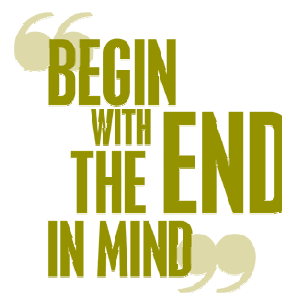
later, which generally causes additional administration time and more often than not a failure to follow through on the commitment.

Keys Issued

All keys and remotes issued to the tenant are photocopied and signed and dated by the tenant to ensure that we have a record on file.

Condition Report

This report is more than just a tick and flick that the property is clean and all fittings are in a working condition. It is the condition report that will be referred to at the end of the tenancy to determine how the property must be left by the tenant.



Covey 1989

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IMPORTANT: This is not advice. Clients should not act solely on the basis of the material contained in this newsletter. Items herein are general comments only and do not constitute or convey advice per se. Every effort is made to ensure the contents are accurate at the time of publication. Clients should seek their own independent professional advice before making any decision or taking action. We take no responsibility for any subsequent action that may arise from the use of this newsletter. Published by THE PPM GROUP - www.ppmssystem.com

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The report should be detailed with a 'description' of everything within the property, from carpet colour, appliance brands, model and makes, window covering types, light fitting types, wall colour, screen types and pool equipment inclusions... just to name a few.

To assist with supporting evidence in the condition of the property, we also attach invoices of work completed prior to the tenant moving in to the property and note the date photos are taken of the property.

You can be confident that our focus is always to protect your investment and maximise your income. ■

WHITE ANTS

Have you had your investment properties inspected in the past 12 months for white ants?

If left undetected, these little pests can cause thousands of dollars in building and rectification costs.

Be safe and have peace of mind – arrange a 'tax deductible' pest inspection on your investment property. ■

DO YOU HAVE A PROPERTY WITH GARDENS, LAWNS OR A POOL?



Do you ever worry about the care of your property? The external presentation of a property is equally important as the internal care. To offer peace of mind to property owners (landlords) we can include garden, lawns and pool care in the weekly rent when a tenancy comes up for renewal or at the change of a tenancy.

Including this maintenance in the rent can give everyone peace of mind. Peace of mind that they are maintained for the landlord, peace of mind for the tenant that they don't have to maintain these important areas of the property and peace of mind to us as your managing agent that the property is being well-cared for. Please feel welcome to contact our agency to discuss this further. ■

POOL SAFETY



There are pool safety compliance regulations in every State. This compliance is governed by council or State legislative regulations and laws.

If your property has a pool it is vital that it is inspected by a professional pool inspector ensuring that it complies with these safety requirements. At each tenancy change-over a valid certificate must be issued to the tenant.

Failure to ensure that the pool and fence surrounds are safe can result in costly claims and possible penalties if there is an injury.

If your property has a pool, please feel welcome to contact our office to discuss the requirements. Pool registration is now compulsory and must be registered prior to 29 October 2013.

Our office also conducts an internal management system on properties that have pools.

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Properties Recently SOLD!

Keeping you updated on the local sales market

Culverston Ave Denham Court - \$1.35 million :



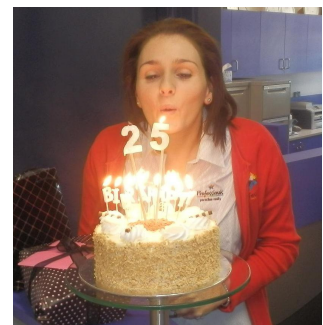
Erin Pl Casula - \$438,000
Carnation Ave Casula - \$357,000
Kendall Dr Casula - \$510,000
Kurrajong Rd Casula - \$660,000
Jacaranda Cres Casula \$548,500
Doomben Cl Casula \$365,000
Gunsynd Ave Casula \$352,500
Plukavec Crct Prestons \$380,000
Gabriella Ave Cecil Hills - \$510,000 :



NEWS



Elizza celebrating her birthday



ARE YOU LOOKING TO BUY OR SELL A PROPERTY?

Call us today. We can provide value added advice to save you money.

