



### **Salt Village Real Estate Property Management**

Our property management team will protect your investment and will use its extensive resources to find the right tenant for your property.

**That's our commitment to you.**

**saltvillage**  
**REAL ESTATE**  
PROPERTY MANAGEMENT

## Welcome to Salt Village Real Estate Property Management

Salt Village Real Estate Property Management is committed to delivering a superior range of real estate services within the Village and an unmatched level of client care.

Unlike other real estate offices, our sole focus is Salt Village - we provide services nowhere else. No-one is more dedicated to upholding and growing property values within Salt Village and protecting our village lifestyle for residents and investors alike.

### Why Us?

Salt Village Real Estate Property Management offers unrivalled local knowledge, local exposure and direct access to the Village's national and international marketing and contacts network.

We are the only property services agency located within Salt Village and we are the only property management division in Kingscliff that is open seven days a week.

Our service philosophy also extends to your tenants, who will enjoy the availability of a seven day a week inspection time at their convenience, an on-site maintenance assessor, personal buggy tours of Salt Village and welcome gift packs, including a service and information directory.



### Your Property Listing Exposure

To ensure you receive maximum exposure to the best possible field of potential tenants, your property will be featured in our window display along with exposure in a variety of publications and websites. You will receive:

1. Free listing on our website [www.saltvillage.com.au](http://www.saltvillage.com.au) - which posts on average more than 5,000 unique visits per month within our dedicated Property Section.
2. Free property listing on [www.realestate.com.au](http://www.realestate.com.au) - Australia's number one real estate website.
3. Inclusion in our monthly Salt Village Real Estate newsletter distributed to hundreds of Salt Village Real Estate contacts.
4. Inclusion in our monthly Salt Village Life E-Magazine - the Salt Village authority for news, events and the latest property information, emailed to more than 10,000 subscribers each month.
5. Access to regular features in our Salt Village Life printed magazine - 5,000 copies printed quarterly and distributed to selected locations.
6. For lease sign featured on your property.
7. Full colour window card with pictures featured at Salt Village Real Estate.
8. Inclusion of full colour property image and information on Properties For Lease available from Salt Village Real Estate.

### Let us show you the importance of choosing the right management

We understand that finding the right tenant for your home at Salt Village is vital - for your investment security, your peace of mind and for our community. Salt Village Real Estate will ensure superior management of your home through the following services:

#### Selecting the best tenants for your home

Analysing potential tenants' previous rental history, current income and employment stability, reference checks and a search on the national tenancy database. We will always contact you to discuss the approved applicant prior to proceeding, unless otherwise instructed by yourself. To introduce your new tenant to the Salt Village community we will even supply a complimentary Salt Village Real Estate welcome pack.

#### Preparing documentation

Salt Village Real Estates Property Management uses REINSW approved documents to ensure a smooth tenancy from start to finish, as well as preparing any special terms that may come with your home. Our team will also complete a detailed condition report prior to your tenant moving in and ensure the bond is collected and lodged with the required form.

#### Inspecting your home

Our team knows how important it is that your home is inspected throughout the tenancy for our landlords' peace of mind. Our team will conduct quarterly inspections and provide you with updated reports.

#### Rental payments

Our team prepares regular reports on the rental payments and will also recover payments in accordance with legislation guidelines set out by the Office of Fair Trading.





### **Maintaining your home**

Our team understands that no two properties are the same and is therefore happy to arrange maintenance accordingly. All non-urgent maintenance will be referred back to you to decide if you would like to arrange the repairs yourself or if you are happy for our team to use one of our licensed and insured tradespeople. In the instance of urgent maintenance, we will make all reasonable attempts to contact you, however if we cannot reach you we will arrange necessary repairs.

### **Re-negotiating leases**

Our team will contact you in advance to discuss the renewal of your tenants' lease and its terms prior to renewing the tenancy.

### **Vacating tenants**

Should you or your tenants decide to end the tenancy, we will assist all parties to ensure the process happens hassle free, therefore ensuring your home is maintained at the same standard for the period of the tenancy and in accordance with the condition report and guidelines of the NSW Office of Fair Trading. We also provide our tenants with a list of reputable trades people selected by Salt Village Real Estate.

### **Monthly accounting statements**

Salt Village Real Estate Property Management collects rent on your behalf and prepares a monthly statement to forward to you as well as a financial year statement. Any invoices that we pay on your behalf are also attached to the monthly statement. We transfer funds electronically on the last working day of every month.

### **Additional accounting services**

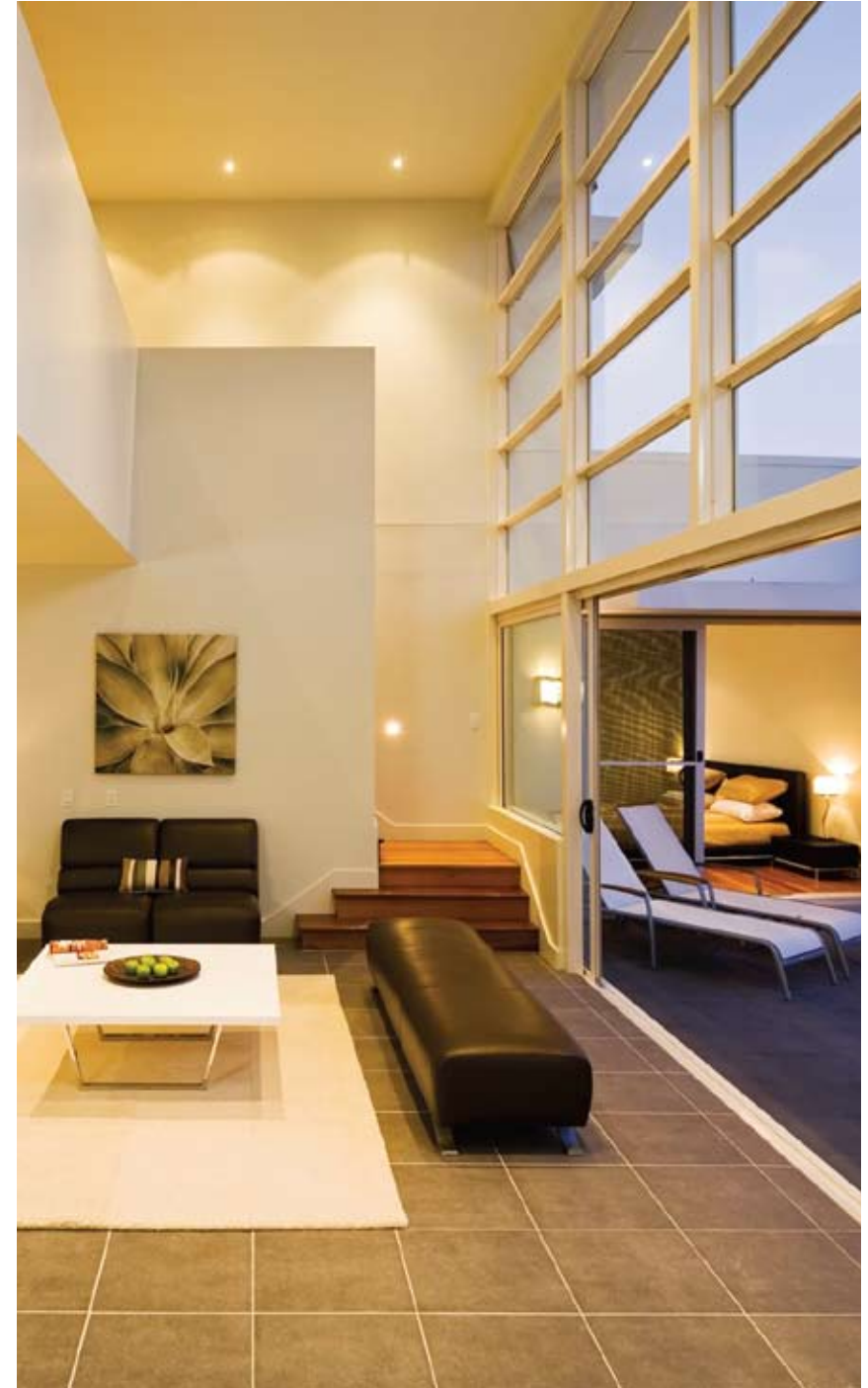
Our team can arrange with you to pay your Council rates, water rates, insurance premiums and other property related charges on your behalf.

### **Insure your future**

We recommend our owners should seek advice from their insurers in relation to building insurance, landlords insurance and public liability cover.

### **Make the right choice**

As the only on-site property management service in Salt Village, we offer a unique perspective and know and understand the community better than any other agency. We've been here since day one. More importantly, being located right in the heart of Salt Village and attending to hundreds of inquiries each week means we can speak directly with potential tenants and purchasers interested in Salt Village - now that's local knowledge.





Open 7 days

Salt Village, Bells Blvd, New Tweed Coast, Kingscliff NSW 2487

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