

PROPERTY MANAGEMENT



Head Office

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Abu Dhabi | Dubai | Sharjah | Ajman

INTRODUCTION

Founded in 2005, Footprint Real Estate is one of the leading real estate advisory services firm headquartered in Dubai, UAE. At its core, are three principles namely; truth, courage and integrity.

The mission of Footprint Real Estate is to create its footprint across all urban cities globally. Our vision is to lead internationally and become a global benchmark for excellence in real estate services. The company serves its large clientele through fully operational offices having a highly experienced team in Dubai, Abu Dhabi, Sharjah, Ajman, Ras al Khaimah, Al Ain and Umm Al Quwain. Moreover, Footprint Real Estate has 100 plus affiliates globally which serve international clientele in their home markets which include Far East, Russia, Indian subcontinent, Europe, Middle East, Africa and the western world.

Footprint Real Estate serves and deals across the entire spectrum of real estate services. From residential villas, apartments, affordable housing, green living, luxury properties, to commercial spaces, malls, hospitals, hotels, warehouses and retail.

Our market research is our key to understand market dynamics, investment climate, and market sentiments. We incorporate multiple factors to ensure that our recommendations are perfectly aligned with the preferences of our clients. We conduct stringent due diligence procedures before promoting any development or project. Our focus is to balance the risk and returns based on every client's personal portfolio. We consult our clients on a case to case basis to ensure that we plan their investments intelligently, suggesting calculated risks for both short term and long term.

Our portfolio management team believes that the entire asset portfolio can only perform better if each component of the portfolio is performing at its best. We take care of the minutest details including legislation procedures.

We guarantee that there is something permanent and something profound in each and every investment that you do with us.

Fact Sheet

Footprint Real Estate serves both the institutional and private owners for bespoke property management services. We can help you to enhance the value of your assets through proactive property management with extraordinary service. Our first class property management service enables your real estate assets to perform above market average which ultimately improves the profitability of your investments and long term value while reducing operating costs.

100 + Retail Properties under Management	50 + Commercial Properties under Management	
10 years in UAE	85 + Total UAE Consultants	20 + Property Management Staff
30 + Property Maintenance Staff	98.5% Occupancy Rate	4 Branch Offices in UAE
500 + Project Promoted & Advised	12,000 + Residential Units Under Management & Supervision	
60+ International Services Alliances		24 Hours Response Time

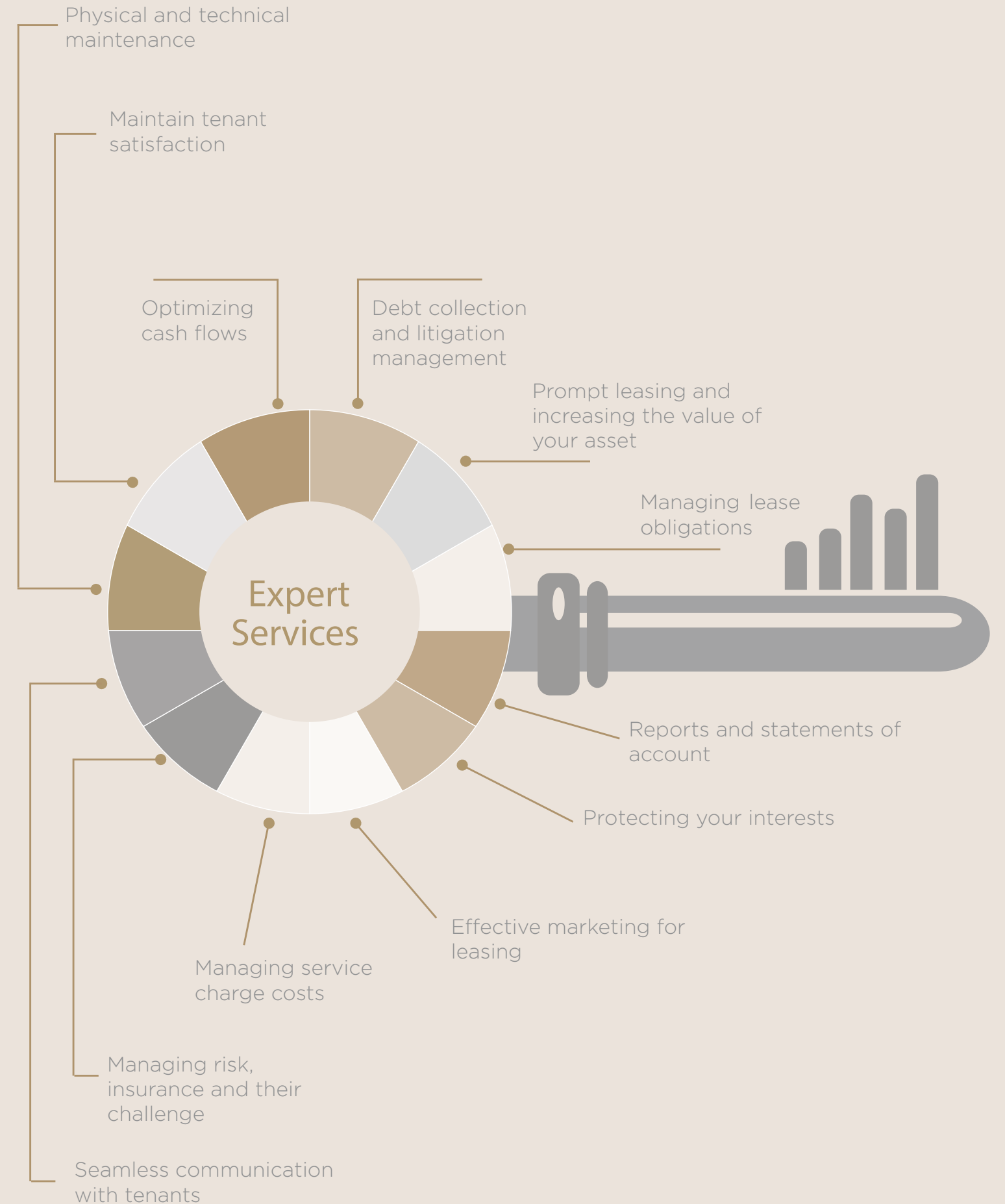
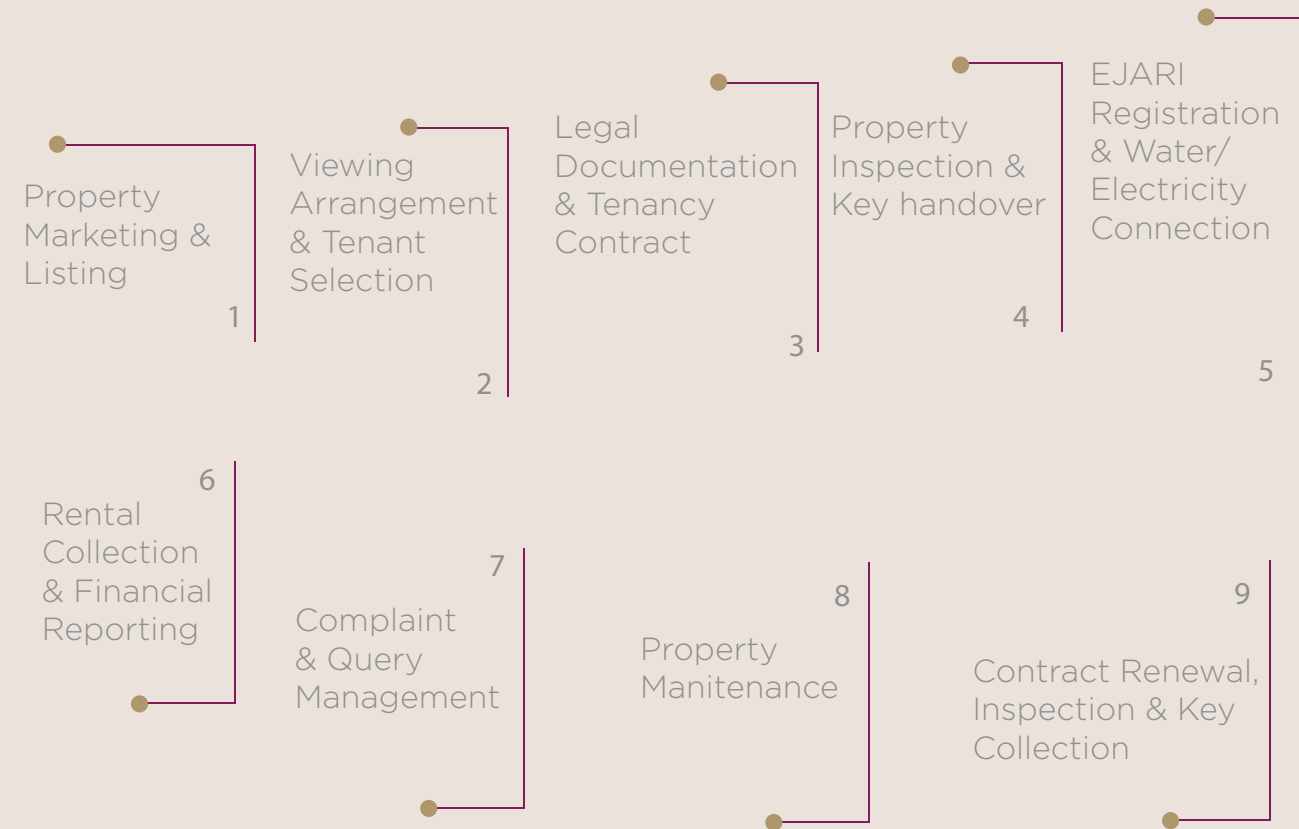


Property Management Services

Real estate is an asset class that requires proactive management to maximise returns. Our asset management team assists clients to develop real estate strategies for their short, medium and long-term investment goals.

Property management is not a part-time occupation. Tenants expect and demand for service to be available 24 hours a day all year round. Our facilities management team ensures that maintenance support is available when and where needed.

We can review your real estate portfolio and develop a performance improving strategy. This would include identifying and implementing income and value enhancement initiatives through refurbishment and redevelopment opportunities, improvements in reactive and planned maintenance and the re-gearing of leases.



Property Management Packages

Services	Silver	Gold	Platinum
Financial and Banking Services			
Banking transaction facilitation	✓	✓	✓
Bank statements		Twice a year	Once a year
Mortgage payments management		✓	
Rent Collection	✓	✓	✓
Leasing Services			
Property listing and professional photoshoot	Free	Paid	Basic
Arrange property viewing for potential tenants	✓	✓	✓
Property marketing	Free	Paid	Basic
Managing other real estate agents		✓	✓
Negotiation and finalizing the deal for leasing	✓	✓	✓
Key handover	✓	✓	✓
Security deposit and advance rent collection	✓	✓	✓
Lease renewals	✓	✓	✓
Contracts Management and Government Registrations			
Drafting contracts for government registration	✓	✓	✓
Registration of contracts with government	✓	✓	✓
Ejari Registration	✓	✓	✓
Electricity and water connection/disconnection		✓	
Cable/Internet/Phone connection & disconnection		✓	
Property Maintenance			
Pre-moving inspection and cleaning services		✓	
Move out inspection and key collection	✓	✓	✓
Maintenance Management Contract*		✓	✓
Air Conditioning and Chiller Maintenance*		✓	✓
Pest control services*		✓	✓
Electric works, plumbing, woodwork and other services as and when required for maintenance*		✓	✓
Facilities Management			
Complete facilities management contract*		✓	✓
Coordinating with developer for amenities issues	✓	✓	✓

Services	Silver	Gold	Platinum
Legal Services and Dispute Management (Ref. 2)			
Drafting legal contracts for properties		✓	
Legal issues management		✓	
Dispute arbitration		✓	
Signing of agreements		✓	
Coordination Services			
Coordination between tenant and landlord	✓	✓	✓
Coordination with banks	✓	✓	✓
Coordination with government authorities		✓	
Follow up calls with tenant incase of default		✓	✓
Coordination for maintenance services	✓	✓	✓
Coordination with lawyers		✓	
Coordination with developer		✓	
Online Services			
Online property status enquiry		✓	✓
Online complaint and suggestions		✓	✓
Reports			
Financial report including bank statement		✓	✓
Property maintenance report		Twice a year	Once a year
Facilities management report		✓	
Legal status and task report		✓	
Market research report		✓	
Tenants feedback report		✓	
Report on new laws and regulations for real estate		✓	✓

1. Please note that our team will analyze your property and will share a detailed quotation. We will present the price of each package, however, you also have the liberty to pick and choose from an al'a carte' menu of services represented above.

2. Required documentation should be presented by the owner for legal proceedings.

*Additional fee will be paid by the landlord as per the contract or maintenance agreements to the respective suppliers and service providers.

Residential

Footprint Real Estate takes pride in managing residential properties for its clients globally. We ensure that your residential properties are well maintained and the value of your assets continuously appreciates. Our team manages your tenants and all procedures in an efficient and professional manner. Our real estate advisors are available round the clock to share industry insight and market forecast. Our team is always there to assist you in taking timely decisions. The tenant satisfaction index is a system created by Footprint Real Estate which incorporates the feedback about our property management services team. This helps landlords to analyze the performance of our team through tenants satisfaction survey and many other key performance indicators. This is the reason that Footprint Real Estate is one of the leading property management services provider leader in UAE.

Commercial

Footprint Real Estate has a dedicated team which is exclusively trained to manage commercial properties. Our commercial property management function serves the entire spectrum of commercial properties, from retail to warehouses, hospitals to hotels, labor camps to manufacturing units, private offices to government buildings, and much more. Each industry is served as per the requirements and our packages are tailor made to fit your requirements. Our team ensures that your commercial properties are well maintained and the tenants are satisfied at all times. Our commercial property reporting system submits detailed analysis about the performance of your assets compared to market average. We guarantee that you receive bespoke services from us at all times coupled with great value and high returns.

Why Property Management?



and there are many more reasons that you can relate to.



Our Team

The real asset of Footprint Real Estate is our team. Comprising of over 100 sales consultants and growing, all our sales consultants are RERA certified, holding training certificates from international institutes. Our team is properly trained for Property Management covering all aspects of property management services. Footprint Real Estate has a highly experienced team which manages the different functions of our business. The dedicated market research team and data analysts bring deep market insight to their clients, while the marketing team ensures that your properties are creatively marketed. The legal team ensures that the clients are fully protected through proper contracts and any legal problems are taken care of. The entire team of Footprint real estate is well trained by professionals from multiple disciplines to ensure paramount client servicing. They always go an extra mile to serve you.

**Market
Research
Team**

**Leasing
Team**

**Legal
Team**

**Maintainence
Team**

**Financial
Analytics
Team**

**Advisory
Team**

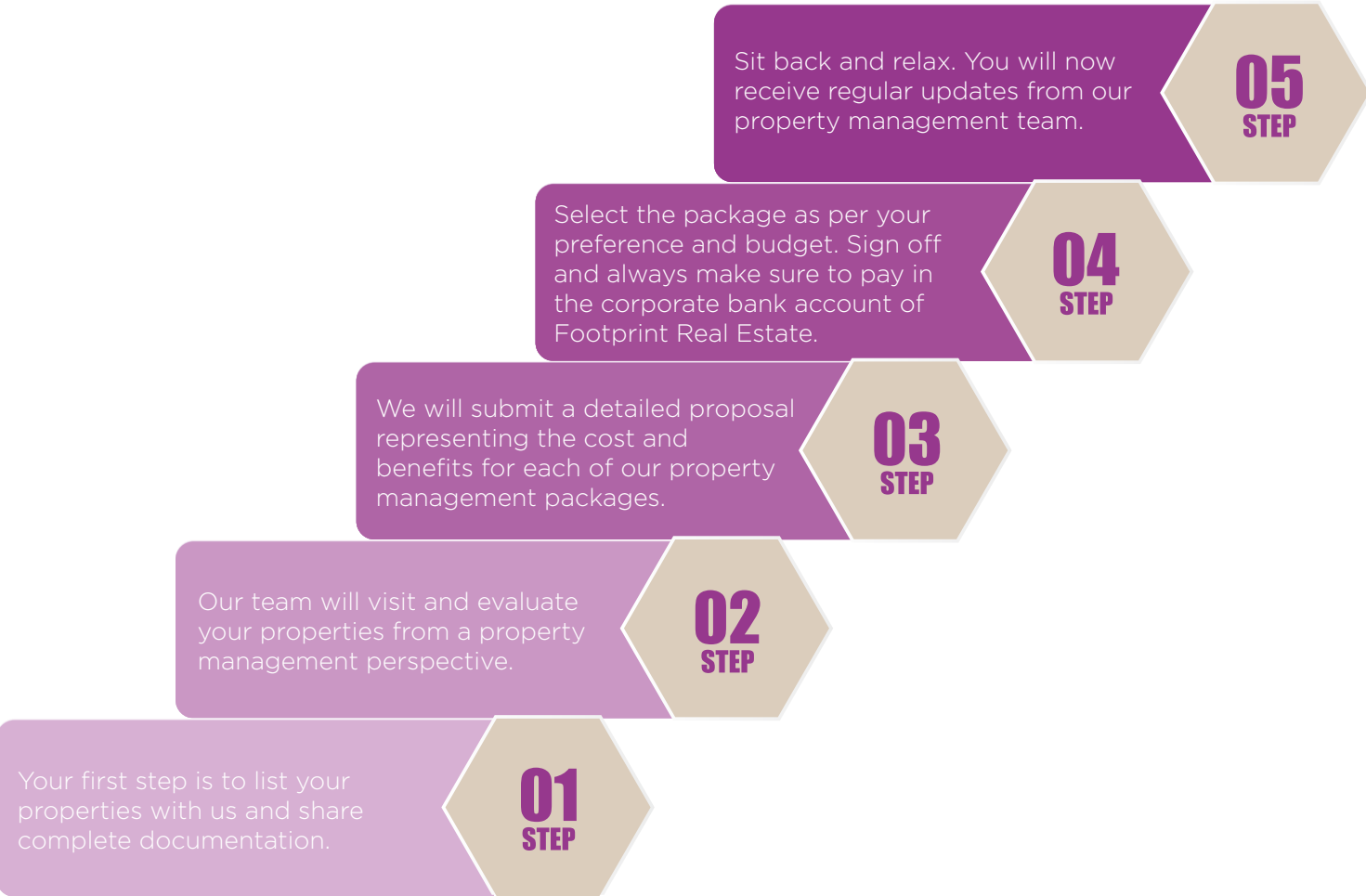
**Portfoliio
Management
Team**

**Property
Marketing
Team**

**Quality
Control
Team**

5 Simple Steps

Footprint Real Estate offers the most simplistic step by step process to sign up for our property management services. Our clients receive a free property evaluation upon confirming to sign up for our services. We are here to assist you to save your time and cost. The quotation for our property management services vary depending on multiple factors. Some of the key factors include the condition of your property, the master developer, the quality of development, the profile of tenants, the third parties already signed up for various services, the legal documentation and many other factors. After our evaluation report, we prepare a quotation and save your cost on resolving key issues to ensure that your properties are always rented out above market average. Our focus is to increase your return on investment and ensure that your property is always found in the best of its condition.



One Stop Solutions

Footprint Real Estate prides itself in offering a wide range of services mix to its clients. Superior value and excellence are the core values of our service experience. Our real estate consultants are available to serve you round the clock during any day of the week. From planning your viewing tours domestically and internationally, our team is equipped with state of the art technology to offer you virtual site tours for your convenience. Our response is prompt, our information is well researched and our advice is always honest. Our scope of services includes but is not limited to the following key functions:

