

One flat fee. Nothing added on.

Industrial, retail and office property managed for one simple commission. And if you're with another agent now, we handle the switch.

5% + GST

of rent and outgoings collected. That is the whole management fee, with no other fees from us.

No lock-in
Leave with 30 days' notice

Included in the one fee

- ✓ Rent and outgoings invoicing, receipting and arrears follow-up
- ✓ Monthly owner statements and an end-of-year summary
- ✓ Finding new tenants and negotiating terms on your instructions
- ✓ Lease renewals, option exercises and rent reviews
- ✓ Outgoings budgets and annual reconciliations
- ✓ Routine inspections with a written report and photos
- ✓ Repairs, quotes and contractor coordination
- ✓ Holding lease files, keys, bank guarantees and bonds
- ✓ Lease expiry and option-date reminders

What you won't pay

- ✗ Letting or leasing fees
- ✗ Lease renewal or option fees
- ✗ Rent review fees
- ✗ Admin, sundry or account-keeping fees
- ✗ Statement or EFT fees
- ✗ Inspection fees
- ✗ End-of-financial-year fees
- ✗ Outgoings reconciliation fees
- ✗ Setup or takeover fees

Third-party costs that belong to the property (for example repairs, your solicitor, valuations, rates and insurance) are passed on at cost, with no mark-up. Advertising costs are separate and approved by you first.

The switch, in five steps

1

Talk it through

We look at your property, leases and current agreement.

2

Check your notice

You give your current agent written notice. We supply the template.

3

Sign with us

A commercial appointment (Form 6A), starting when the old one ends.

4

We collect it all

Ledgers, leases, keys, bank guarantees, bonds and outgoings records.

5

Tenants told

We write to your tenants and send your first statement.

Before you switch: check the notice period in your current agreement. In Queensland, an ongoing management appointment can generally be ended with at least 30 days' written notice, or sooner if both parties agree. A fixed term may only end early by agreement.

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