

FEE SCHEDULE

We know this is a factor considered by some owners when selecting a Property Manager and one not to be dismissed lightly; so the first thing we would say is please feel free to talk about fees.

While we truly believe we provide excellent value service, particularly when all aspects of the risk and unseen differences are considered, we never assume this is obvious to anyone thinking of using our services.

There are some who purport to be property management specialists offering discount services. The reality is you will generally get what you pay for and in some cases you won't get that! When it comes to looking after something as valuable as your property, there are no shortcuts, only added risk and extra costs elsewhere.

“Investors should bear in mind that whilst some managers make it a practice to obtain business from discounting fees, the adage ‘you get what you pay for’ is very applicable. If an agent discounts their fees they are also likely to cut their services and accountability to you, their client, to stay in business. This is a volume-driven approach and is best avoided.”

PAUL NUGENT, GM OF WAKELIN PROPERTY ADVISORY
(ONE OF AUSTRALIA'S LEADING PROPERTY ADVISORY GROUPS)

The following is a guide to our fees; you may wish to discuss them when we appraise your property or at any time after that is convenient to you.

GETTING STARTED

Advertising Contribution	\$192.50 (Inc GST)
Professional Photography	\$165 (Inc GST)
<small>OPTIONAL</small>	
Letting Fee	One week's rent + GST
<small>FOR EACH SUCCESSFUL LETTING OF PREMISES</small>	

ONGOING MANAGEMENT

Standard Management Fee	7.7% (Inc GST)
<small>ASSESSED BASED ON THE WEEKLY RETURN AND MANAGEMENT REQUIREMENTS</small>	
Administration Fee	\$6.60 (Inc GST)
<small>CHARGED MONTHLY (NO EXTRA CHARGE FOR EOFY STATEMENT)</small>	
Residential Tenancy Agreement Preparation Fee	\$55 (Inc GST)
<small>PREPARING THE LEASE DOCUMENT</small>	
Lease Renewal Fee	1/2 week's rent + GST

INVESTMENT SERVICES

Project Management	From 5.5% + GST work costs <small>FEE WILL VARY DEPENDING ON THE SCALE OF THE PROJECT</small>
Property Investment Health Check	No cost
Purchase advice and assistance	\$275 (Inc GST)
Refinancing referral	No cost
Sale optimisation and liaison	No cost

Additional services are available as required.

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WHO'S LOOKING AFTER YOUR PROPERTY?

We have specialised in Property Management for over 26 years, so you can be reassured your property is in the best hands. Along with our leadership team, our Principal, Leah, provides guidance and support across the business, ensuring we are continuously redefining and raising the potential of Property Management.

PROPERTY MANAGEMENT TEAM

Your Property Manager has overall responsibility for your property and is your main point of contact. Importantly though, at Leah Jay, there is a strong team around them. With the support of Senior Property Managers, they are overseen by the Operations Manager who develops, implements and monitors the core property management functions and personnel across the business. The reassurance for you is consistent and ongoing specialist care of your property. Senior Property Managers may also assume direct responsibility temporarily if the Property Manager departs or is on leave.

LEASING TEAM

Our Leasing Consultants find the best tenant for your property. They work proactively with prospective tenants, from showing the property to providing advice with applications. Month on month our leasing team sets records for low vacancy and minimising loss to owners.

COMPLIANCE MANAGER

A dedicated resource to ensure compliance and risk mitigation across every facet of what we do.



INVESTMENT SERVICES TEAM

Our Investment Services team are here to provide independent advice. From optimising your return, through renovation project management and advice or connecting with mortgage brokers, we're here to help you get the most from your investment. When purchasing, we provide information about what and where to buy, and independent rent appraisals. Likewise, when you look to sell, we offer expert information and advice.

ACCOUNTS TEAM

The Accounts Team produces all reports and documentation, pays accounts on your behalf and produces financial statements. It's behind-the-scenes work but an important part of the process; Leah Jay has received an REINSW 'Award for Excellence' for this part of our operation also.

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