



ZONE

PROPERTY MANAGEMENT

**Working for a
stronger community**



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Why Zone?

Zone Property Management are an innovative, forward thinking property management company, with a trustworthy ethos.

We manage a diverse range of communal areas, from new developments with shared amenities, to luxury apartment freeholds in London.

Working with regional developers, resident controlled management companies and investor freeholders we provide a full range of property management services. With our personal and competent service we are looking to revolutionise the industry, built around our four key elements:

► Personability ► Efficiency ► Communication ► Knowledge

Working for a stronger community.

Company Values



PERSONABILITY

Trust and Transparency - We pride ourselves on this and our personable service mirrors this philosophy.

15 Developments for every Property Manager - To facilitate this personal service we ensure a property manager only ever manages 15 developments at any one time.

Meetings - We believe regularly liaising with residents face to face can be beneficial to all parties, contributing to a good working relationship.

Good rapport - By building a good rapport with every one of our residents, we are in a best position to understand each individual requirement, no matter how small the reason may be.

Company Values



EFFICIENCY

We believe we are the most competent and efficient in the industry.

Experience - From our previous experience with property managers we understand the frustration from residents when a task hasn't been completed in timely fashion.

Guarantee - Our property managers ensure all queries are answered within one working day.

Reach to all trades - With our instant access to electricians, plumbers, cleaners and groundworkers we have the ability to resolve any issue or problem as quickly as possible.

Company Values



COMMUNICATION

Concise and strong communication - We set exceptionally high standards across everything we do, including being proactive with our communication.

24/7 availability - We offer a 24 hour emergency contact service ensuring we are always responsive. We respond to all other enquiries within one working day.

Regular visits - We routinely attend the development more than most at twice a month, with an annual meeting we chair for residents once a year.

Individual requirements - With the number of properties we manage we understand there will be different and varied queries on every development. By building a good rapport with every one of our residents, we are in a best position to understand each individual requirements matter how small the reason may be.

Company Values



KNOWLEDGE

Developers background - With Zone Property management having a developers background we can more accurately understand the costs associated with different types of developments.

Accurate budgets - We are able provide consultancy services to developers, from pre-construction design through to completion and ongoing management.

Competitive - Our experience in tendering jobs provides extremely competitive costs and our reach of all trades enables us to be the best value for money. For all stakeholders keeping the cost down on service charge creates a more commercial and thus desirable place to live.

Section 20 notices - We are also able to serve notices for project expenditure in excess of £250 per unit, having instant access to all trades, we are able to organise works in a timely fashion.

Utility comparison - We work hard to always improve the energy costs, identifying better value energy suppliers every year.

ZONE SERVICES



Zone Property provide consultancy services to developers, from pre-construction design through to completion and ongoing management allowing you to dedicate time and energy into meeting building targets and purchaser sales.

Having a developer's background we can more accurately understand the costs associated with every type of developments. Our service includes:

- ▶ A service charge budget for solicitors to assist with house sales at any stage of design or construction
- ▶ Advice on titles deeds and contracts for both leaseholder and freehold sales
- ▶ Knowledge on health and safety specifications in construction
- ▶ Utilities arrangements and negotiations
- ▶ Advice for commercial units and maintenance
- ▶ Contractor management and management of on-site staff
- ▶ Drainage advice
- ▶ Filing all accounts
- ▶ Company secretary obligations
- ▶ Buildings insurance
- ▶ Legal obligations and planning requirements
- ▶ Value for money
- ▶ Health & safety consultations and reports
- ▶ Chairing meetings, minutes and distribution

We incorporate all of the above service into our PECK company ethos. We are also frequently developing new initiatives, to maintain the best service in the industry.

We would be more than happy to further discuss our services further with you, no matter your requirement, we can adapt a property management resolution to suit you. For more information, contact us today.

DEVELOPER & FREEHOLDER INVESTORS

For more information, contact us today

Working for a stronger community

ZONE SERVICES



Our dedicated property manager is never overburdened with too many tasks and developments to manage. They are limited to only manage 15 developments, this enables them to offer the highest quality service.

Our values believe in making sure that your community or apartment is the best possible place to live it can be. We do this by offering the following services:

- ▶ Community consultation
- ▶ Concierge and security, including parking policies, if needed
- ▶ Repairs and maintenance all works carried out by qualified, independent and trusted contractors who undergo regular QC checks for both workmanship and health and safety compliance
- ▶ Site inspections/reports
- ▶ Contractor management
- ▶ Health, safety and compliance
- ▶ Value for money
- ▶ Company secretary
- ▶ Emergency 24 hour contact

We believe our core ethics and values are changing the communities for the better, find out how Zone Property could improve yours by contacting us and switching now.

LEASEHOLDER & FREEHOLD RESIDENTS

Improve your community by contacting us

Working for a stronger community

SWITCHING COULD NEVER BE EASIER

SWITCH TO ZONE

At Zone Property Management we believe that our service eclipses one of any in the industry. Whether you are a leaseholder, freeholder, developer or local authority, we would like to find out how we could improve your community.

We would be more than happy to assess the current set up, and provide you with a tailored proposal.

If you choose to proceed with us, our vibrant and ambitious team, will hit the ground running immediately. We will ensure the estate or building meets our high expectations and our **key elements of property management**.

Right to Manage (RTM)

If you are a Leaseholder that has had enough of your current management situation, with expensive management costs and poor service, you can exercise your Right to Manage.

Zone Property have assisted with numerous Leaseholders on the RTM process. Whilst the legislative provisions are fairly complex, we can deal with each step to ensure you get a better service and a better management team.

We offer this consultation service free of charge.

Once the right has been exercised, we will review the management budget. Here we will do a cost exercise to reduce overheads of the Leaseholders, as well a a full review of contractors assigned to the management.

Zone Property Management – working for a stronger community



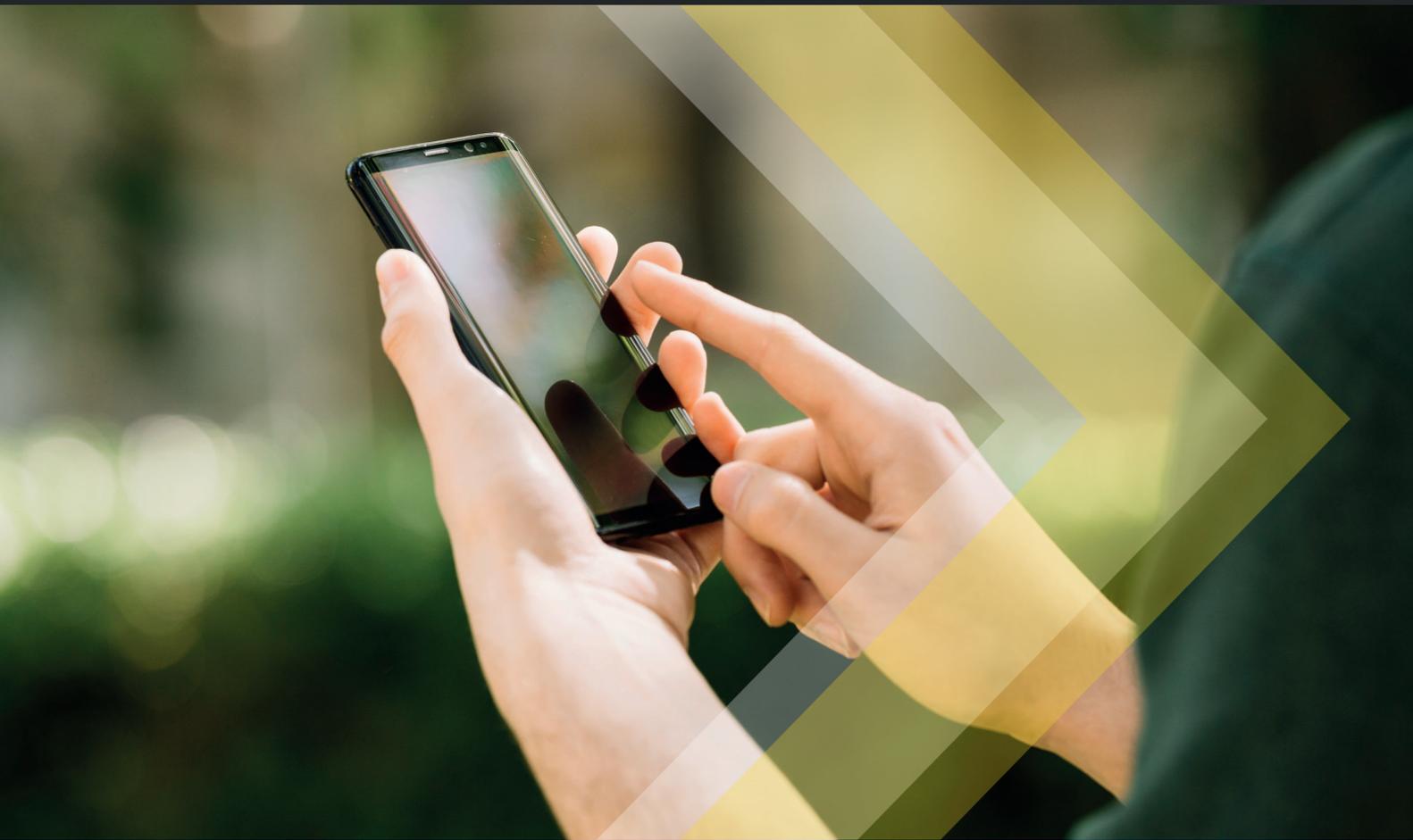
Switch to Zone

Switching could never be easier, we will ensure to manage the entire process with your input so that you are kept well informed, but not strained with the handover.

The handover process:

- ▶ A comprehensive review of the current management, with associated costs
- ▶ Consultation with residents
- ▶ Work with the outgoing management company to terminate or re-visit agreements
- ▶ Recommendation for improvements
- ▶ A new, refined budget

If you would like your management consultation, please contact us today.



Available 24/7 and always responsive

Working for a stronger community

GET IN TOUCH

Customer services & new business enquiries:

0203 858 9579

Hours 09:00-17:00.

You will be directed accordingly to the right department.

Alternatively, email us on:

info@zoneproperty.com

Or message us via WhatsApp on:

07595 408 410

Please include your name, first line of address and postcode.

Head Office:

1 The Piggeries,
Quickbury,
Sawbridgeworth,
CM21 9HY.



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