



ELDIMAN
L I M I T E D
Property Management

It is our pleasure to
announce that
ELDIMAN LIMITED
is providing Property
Management Services
to its clients.





PROVIDED SERVICES

- Regular property inspection
- Property marketing/advertising in cooperation with real estate agents
- Provision of long-term rentals
- Preparation of legal paperwork, inventory list
- Utility bill payments
- Issuance of invoices and receipts
- Prompt rent collection/distribution
- Regular communication with tenants and act as a liaison between property owners and tenants
- Preparation of quarterly statements
- Arrange routine and emergency repairs or renovation and instruct approved contractors
- Working closely with external legal teams, if required.

CONCIERGE SERVICES

- House keeping
- Bedlinen, towels, carpet and launderette cleaning
- Outdoor services, such as landscapers, gardening, swimming pool etc.
- Car routine service, wash and repair
- Transportation services for social events, medical appointments etc.
- Reservation for dinner, tickets, car rental, hotel, airline, taxi service etc.
- Post office pickups
- Cleaning prior to the arrival of the tenants, owners, family members or friends
- First day provisions.