



# DO YOU WANT TO GROW YOUR RENT ROLL BUT NEED MORE TIME?

# WE ARE HERE TO HELP!

One of the biggest issues Property Management Companies face is having enough time to work on the important things like growth. No matter how good you are at your job you will always have clients come and go but you need to ensure you have time to work on maintaining a good relationship with your current clients and bringing on new clients. This is where National Property Systems comes in. We specialise in supplying you with a team to do your back end tasks such as Maintenance, Accounts and Inspections. Although we have three main core services that we offer we can also help you with any other office needs you may have.

Our team becomes your team. All communication with your clients, tenants and trades is in your name. The only major difference is your team is not sitting in your office taking up valuable space which saves you money. In most cases we also supply you with a professional phone system with all the recordings in your name so that all your calls go to the correct locations giving the feeling that everyone is in your office.

## Maintenance

- Professionally trained maintenance team
- Processing of maintenance invoices
- Liaising with owners, tenants and trades
- Follow up of maintenance and repairs
- Management of emergency maintenance
- We use your trades

## Accounts

- Receipting of rent
- Arrears up to 14 day
- Processing of invoices such as water, strata, council rates etc
- EOM payments to owners and trades

## Inspections

- Professional detailed digital inspections
- Ingoing/Outgoing (Entry/Exit) inspections
- Routine inspections
- Inspector attends representing your company

## WANT TO KNOW MORE?

National Property Systems  
 NSW: (02) 9415 0999  
 QLD: (07) 3157 1143  
 sales@npspm.com.au



# DON'T WAIT!

Contact us now so that you can start growing your company today!



**N**ATIONAL  
**P**ROPERTY  
**S**YSTEMS

OUTSOURCED PROPERTY MANAGEMENT

[nationalpropertysystems.com.au](http://nationalpropertysystems.com.au)

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