

# OUR SERVICES

Under our "Home Concierge" service, we take the responsibility of conducting house checks for the homeowner in their extended absence. This service can be tailored to the homeowners needs and requirements and we can be as involved with the management of your property as you wish for us to be.

This service involves the following tasks:



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## ADMINISTRATIVE

- Collect and sort mail;
- Keep records of all visits.



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## MANAGEMENT & OPERATIONS

- Exterior & interior inspection;
- Check windows, doors, patios & basement;
- Check furnace and electrical room;
- Run taps and flush toilets;
- Check temperature;
- Rotate lighting as required;
- Additional services are available upon request.



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## RECOMMENDATION

We recommend that you call your home insurance provider to confirm the frequency of home checks that is required by your policy. We are committed to delivering a service that provides homeowners with the peace of mind that their property is in good hands.

This service requires your property to be adequately insured by your insurance company.