



SPECIALIST BUILDING MANAGEMENT AND TECHNICAL SUPPORT COMPANY

COMPLETE BUILDING MANAGEMENT



You can definitely count on us for reliable and immediate solutions to all the problems of your building!!!

GENERAL BUILDING MANAGEMENT SERVICES

- ✓ Issue, distribution and collection of utility expenses.
- ✓ Monthly incomes/ expenses records.
- ✓ Annual financial review.
- ✓ Special prices on services/ maintenance of any technical problem appear in the building.
- ✓ Delivery of heating fuel.
- ✓ Issue of visit inspection statements for every activity takes place.
- ✓ Decoration of common building spaces (i.e. garden, building entrance, etc.)
- ✓ FREE fire extinguishers re-fill.
- ✓ Complementary: - Announcement board
- Main door mat

SPECIAL BUILDING MANAGEMENT SERVICES

- ✓ **BUILDING INSPECTION DEPARTMENT**
Weekly visit for the inspection of all the works carried out (special maintenance works, cleaning, receive of heating fuel, etc.).
- ✓ **IMMEDIATE TECHNICAL SUPPORT DEPARTMENT**
Immediate technical support on every damage occurs to the building or building infrastructure (plumbing, electromechanical, sewer, elevator, etc.).
- ✓ **LEGAL SUPPORT DEPARTMENT**
Public liability insurance (to third parties), building manager legal insurance (for utility expenses claims), legal advices, legal representations.
- ✓ **SECURITY SERVICES DEPARTMENT**
24 Hours security services (patrolling), for the security of both, the building and its habitats.

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