



### Management & Maintenance Services

- Inspection, security and maintenance of property
- Communication, negotiation and reconciliation of current tenant concerns and occupancy
- Resolution of all repair item
- Security and management of services to property (water, electric, gas, etc.)
- Determination of appropriate repairs, to maximize retail potential
- Preparation of property for resale -- restoration to a condition that meets client expectations and budget
- Identification, analysis and evaluation of the property with respect to value and marketability
- Attainment of the most appropriate and competent real estate agent for marketing and resale
- Assistance to buyer with efforts to secure financing (if needed)
- New Construction Management
- Plumbing fixture & main water valve inspection
- Landscaping: planting, mulching, pruning
- Electric service & repair
- Plumbing service & repair
- HVAC unit service & repair
- Roofing & flashing inspection & repair
- Floor Service & Repair
- Basement moisture control
- Paving & sealing driveway
- Painting repair
- Tile service & repair
- Carpet & rug cleaning
- Dump run & dumpster rental
- Pest control
- Appliance service
- Pool house & barbeque inspection and service
- Fuel burner service & repair
- Water treatment service & repair
- Fence work service & repair
- Property Inspection
- Contracting Services
- Smart Home Installation
- Lighting examination and rotation
- Handyman service
- Plumbing fixture & main water valve inspection
- Storm Preparation and post-weather event clean-up





### Absolute Concierge Services

- Weekly Home Inspections
- Preventative Maintenance
- Relocation
- Organization
- Special Projects
- Home Technology Configuration
- Security Assessment and Systems
- Maid Service
- Alternate Energy Sourcing
- Gardening
- Transportation & Car Service
- Pool Care
- Surveillance
- Personal and Grocery Shopping
- Dry Cleaning
- Bill Paying
- Catering & Event Planning
- Interior Design
- Trash Removal
- Climate Control
- Wine Storage

