



Fenn Wright have an experienced team of Commercial Property Management Surveyors who have the knowledge and expertise to relieve landlords of the day to day management as well as providing expert advice on the strategic performance of their asset.

Maximising the performance of managed property is based on having a full understanding of a client's strategy. Our experienced specialist team understand that clients all have different requirements, whether it is maximising the value of the asset or securing long term rental income.

Fenn Wright currently acts for a wide ranging client base including private, corporate and institutional investors and owner occupiers. We are able to tailor our service to the individual needs and expectations of each and every client.

We manage commercial properties and portfolios ranging from single retail units, to multi-tenanted office buildings and large industrial estates, we have the necessary skills and experience to provide an exceptional service across all sectors of commercial property.

Whether a landlord is a private individual or a corporate body we provide the same high level of service which is tailored to suit the strategy of the client ensuring that real value is added through the maximisation of income and the realisation of asset value.

With offices in Ipswich, Colchester, Witham and Chelmsford, Fenn Wright has an enviable reputation throughout East Anglia and as a multidisciplinary firm we have expert professional teams who understand every aspect of commercial property. Whilst our strong presence in East Anglia is unrivalled, we are equally able to and do currently manage a number of nationwide portfolios.

The associated services we can offer to support the management instruction include:

- ✓ Commercial Agency
- ✓ Commercial Investment Agency
- ✓ Development
- ✓ Valuation
- ✓ Landlord and Tenant
- ✓ Building Consultancy

The Commercial Management Department is centrally based in the Tollgate office, from which we manage individual properties or portfolios with a very hands on approach. Being based locally we carry out regular property inspections and on site meetings without delay.

Our experienced team allows landlords to feel confident and assured that every aspect of the management of the property is being dealt with by knowledgeable professionals with who can provide up to date advice to ensure that the property is fully compliant with current legislation and is performing in the best way for individual clients needs.

Why do landlords need Managing Agents?

The role of the Managing Agent is very diverse and wide ranging, the benefits for landlords are equally as broad. A managing agent takes away the need for landlords to be directly involved in discussions with their tenants; eliminating the need for Landlords to chase rent arrears, maintain accounts, follow up outstanding repairs, analyse leases and deal any problems that may arise. Fenn Wright carry out landlords management requirements in a professional manner supported by effective procedures.

Key services that Fenn Wright Commercial Property Management can provide include:

1. Rent Collection

- ✓ Collection of Rent, Service Charge and Insurance with rigorous credit control procedures which start prior to the due date, with particular attention to well known debtors.

2. Service Charge

- ✓ Implementing service charge budgets and conducting annual reconciliations.
- ✓ Service charge consultancy for both Landlords and Tenants

3. Facilities Management - Repairs and Maintenance

- ✓ Facilities management focused on quality and value for money.
- ✓ Procuring contracts with fully insured and established national and local contractors who are held on our Approved Contractors database.
- ✓ Planned Preventative Maintenance programmes to ensure a structured programme of repairs and maintenance.
- ✓ Dealing with minor repairs and maintenance.

4. Inspections

- ✓ Undertaking regular property inspections and ensuring that tenants are complying with their obligations under the terms of their lease.
- ✓ Insurance inspections of vacant units

5. Leases

- ✓ Dealing with occupational issues including ensuring compliance with Health and Safety legislation, including Fire Risk Assessments and Disability Discrimination Act audits.
- ✓ Diarising rent reviews, lease renewals and break options, we can negotiate terms under separate instructions which will be dealt with by an appropriately qualified professional.

6. Accounting

- ✓ Bespoke market leading property management database, TRAMPS which generates demands to tenants and process expenditure.
- ✓ Full accounts support and maintenance of the database.
- ✓ Comprehensive accounting maximising cashflow.

7. Reporting

- ✓ Clear, concise and accurate reporting on day to day issues, accounts information and strategic forecasting.

Why Chose Fenn Wright as your Managing Agent

By choosing Fenn Wright as your managing agents you will receive unrivalled service which will ensure that your asset value is maximised and follows your property strategy. Our role as managing agents will mean that you will have reduced exposure to risks and shortfalls, and can both add and protect the value of your asset.

Established since 1768 Fenn Wright have exceptional local knowledge and contacts throughout East Anglia. This enables us to be able to react to situations quickly and perhaps more importantly be proactive to ensure that we can limit any potential liabilities. We are also able to have a very hands on approach with tenants and by establishing good relationships conducting regular inspections we are able to anticipate problems in advance and advice clients accordingly.

Inevitably from time to time things go wrong with properties which is unavoidable but with our practical approach combined with the numerous contractors on hand we can deal with problems promptly, landlords can be assured that it is being dealt with in the most efficient way causing the minimum disruption to tenants.

Our property management team understands the complexity of commercial property, not only can we carry out the management of your property we have many other qualified professionals on hand to deal with re-lettings, rent reviews, valuations, dilapidations.

Fenn Wright has an exceptional reputation for service which is second to none. This is extended to both Landlord and Tenant. We can offer a bespoke management service to clients whether it is a full service charge management, facilities management or simply quarterly rent collection.

We use a state of the art property management database, TRAMPS which is continuously reviewed and updated to ensure that it fulfils our requirements and those of our clients. TRAMPS enables us to efficiently account to clients and produce the relevant financial information presented in a straightforward and clear manner. It also holds all lease and tenant information enabling quick and easy access to tenancy information.

For further information, please contact Michael Gillespie on 01206 216565 or e-mail commercialmanagement@fennwright.co.uk