

PROMINENT PROPERTIES



Devoted expertise. Bespoke solutions

Founded in 2005, Prominent Properties is a 100% black-empowered company, providing integrated services across the commercial, industrial and retail property markets. We aspire to be the leading independent property management group in Southern Africa.

Prominent Properties is structured into focused divisions to provide the best possible specialist services.



Strategy

- Corporate services
- Development management
- Business development

Property Management

- Valuations
- Key accounts management
- Marketing
- Retail, commercial & industrial management

Operations

- Facilities management
- Project management
- Tenant installation

A CUTTING-EDGE PLATFORM IS AT YOUR DISPOSAL

We have assembled a team of specialists with a wealth of experience. From leasing and financial management to administration and technical maintenance, we assist our clients with every aspect of property management.

Our highly trained experts are backed by an integrated information technology management system. An off-site backup recovery system ensures peace of mind for our clients.

Benchmarked against top property management practices, Prominent Properties is underpinned by three key principles:

- 1 Highly skilled, professional staff
- 2 The use of a state-of-the-art management system
- 3 Taking a partnership approach to business

OUR SERVICES



Rent collection
and credit control



Leasing
management and
tenant liaison



Account
payments



Reporting



Technical
management



Budget
formulation and
control

Our dynamic and experienced broker network extends across Southern Africa and provides clients with a competitive advantage by identifying opportunities to acquire or lease prime business premises throughout the region.

Only the most suitable premises are sourced. Location, arterial links, infrastructure, parking, office design and rental levels are carefully analysed to match client needs.



This holistic approach guarantees that every link in the chain of our property management service is secure – both logistically and economically.

RESEARCH

We offer a comprehensive research service which encompasses current market reports, rental surveys, market trends, policy and legislation analysis, as well as property data, covering building plans, vacancy trends, rentals and operating costs.

VALUATIONS

Investing in property can be a wise strategy for long-term wealth accumulation, but accurate and unbiased property valuations are critical. We assess whether an investment is viable, whether the location and features of a property are worth the asking price, and whether it is suitable for its intended purposes. This service is of particular use to financial managers wanting a realistic, market-related assessment of fixed assets.

LEASING AUDITS

The audit of leases during negotiations or renewals can prove invaluable to tenants and landlords alike. In particular, companies occupying multiple premises find ongoing lease auditing an essential service in maintaining a clear picture of organisational developments and commitments, especially where rental payments are concerned. We provide a full assessment of lease agreements and maintain this service on an ongoing basis.

RETAIL MANAGEMENT

The specialist nature of retail property demands dedicated retail management services. Our retail management team keeps their fingers on the pulse of retail buildings and shopping malls on behalf of our clients.

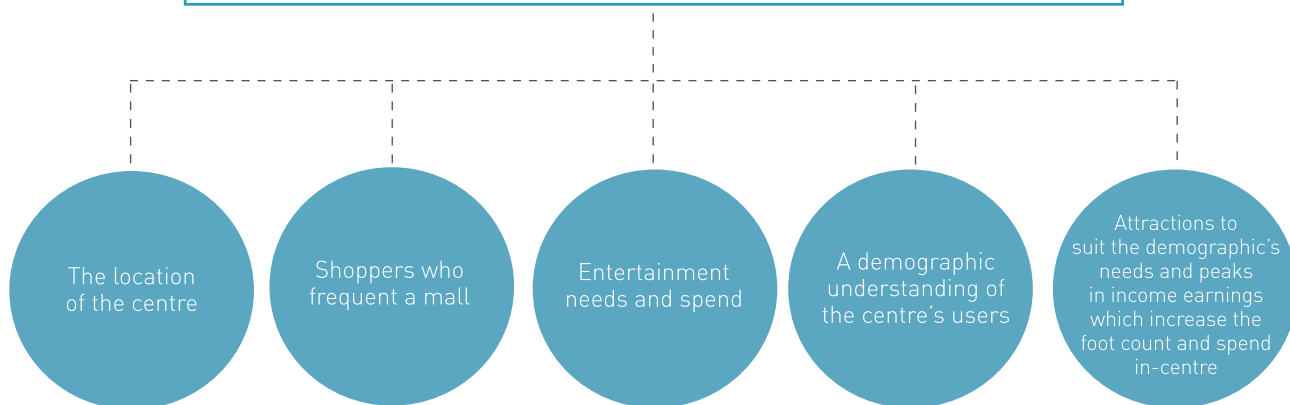
KEY AREAS OF OUR RETAIL MANAGEMENT EXPERTISE:



Shopper profile analysis

We establish shopper profiles through extensive research and then determine a tenant mix strategy.

THIS RESEARCH ALSO DETERMINES A PROFILE FOR:



Managing and liaising with tenants

The right tenant mix is critical to the success of any retail development. Our dedicated teams maintain contact with national retailers on an ongoing basis.

The appearance and layout of each store is critical to the overall centre. Prominent Properties and on-site retail management work closely with tenants and architects regarding shop appearance. Merchandising, window displays, stock levels, product variety, appeal and pricing are also regularly discussed with tenants.

TURNOVER AND TRADING DENSITIES

A database of trading densities is of tremendous value when renewing lease agreements and considering market rental levels for new developments.

Utilisation of turnover clauses in lease agreements means we can monitor tenant turnover monthly and benchmark turnover and trading densities with retailers to identify reasons for performance or non-performance. This information is used not only within a specific centre, but also to compare centre turnovers nationally and across different types of retailers.

PROMOTIONS AND MARKETING

We play an integral role in the promotion and marketing of each retail centre. We facilitate the formation of a Merchants' Association to support a comprehensive marketing strategy that includes regular promotions, research, advertising and on-site activities. The success of a marketing campaign is measured by comparing trading densities in consultation with tenants. In addition, our marketing team provides support to on-site staff.

KEY ACCOUNTS AND CONSULTANCY

Our key accounts team sources sites, manages subletting or selling of unprofitable sites, handles lease negotiations and provides property administration services. Dedicated key account managers ensure the needs of the client are met and coordinate the specialists within Prominent Properties, thereby ensuring top-notch client service and delivery.

Facilities management

Due to expanding local and African markets, property investors need customised strategies to derive the maximum benefit from their investments. Through our comprehensive bouquet of property development services, we deliver turnkey development and a guaranteed maximum price.

Prominent Properties provides an on-site management service in respect of construction projects, including pre- and post-construction services as well as programme management and consultancy.

This service extends from procurement to design and construction, through to the installation of specialist equipment, commissioning and handover.



Building and facility services

From basics like cleaning to high-end specialist services such as building and electrical maintenance, we provide tailored and integrated facility solutions to fit the unique needs of our clients.

Facility services include:

Building
repair and
maintenance

Aircon
repair and
maintenance

Plumbing
repair and
maintenance

Paving

Painting

CLEANING AND HYGIENE SERVICES

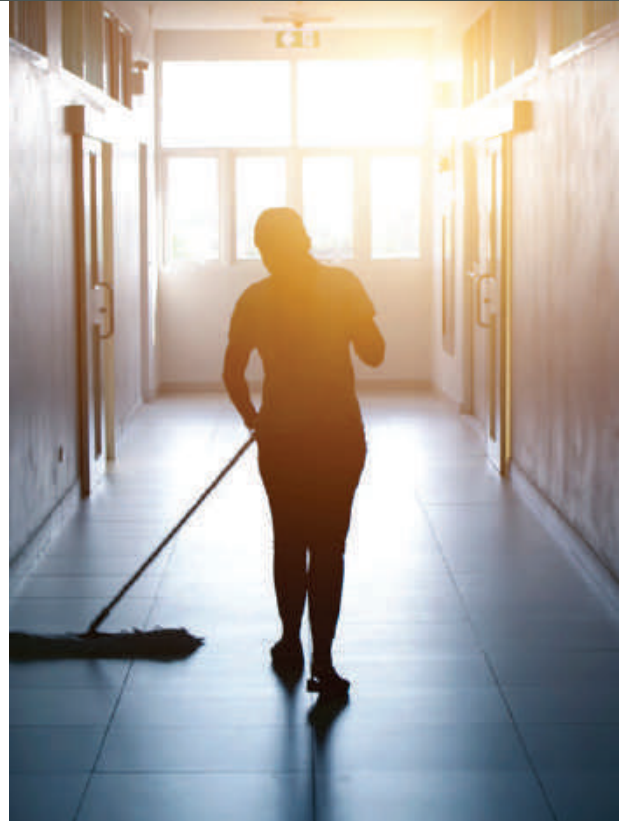
A clean working environment is not only beneficial to your staff, but also leaves a lasting impression with your clients.

CLEANING SERVICES INCLUDE:

- Window cleaning
- Specialised cleaning
- Contract cleaning
- Event cleaning
- Pre- or post-occupation cleaning

HYGIENE SERVICES INCLUDE:

- Supply and installation of washroom equipment
- Supply of consumables
- Feminine hygiene
- Cleaning chemicals
- Cleaning equipment



GARDEN SERVICES

We offer garden maintenance to compliment your environment and building.

Garden services include:

- Garden maintenance
- Refuse removal
- Installation and maintenance of irrigation systems
- Tree felling



SECURITY SERVICES

We provide services for homeowners and tenants, as well as commercial clients and mixed-use developments.

Security services include:

- Physical guarding
- Armed response
- Private security
- Access control system installation
- Access control guarding
- CCTV system installation and monitoring
- Special event security
- Vehicle patrol



ELECTRICAL SERVICES

We also offer electrical services to our clients.

Electrical services include:

- Electrical installation and maintenance
- Installation and maintenance of power generators
- Construction and maintenance of medium voltage (MV) and low voltage (LV) networks
- Maintenance of direct current systems in substations



MAKE EVERY SQUARE METRE COUNT

As a service to users of office space in general and as a value-added service to tenants, we assist with all aspects of maximizing available space.

Our unique methodology assesses space requirements to ensure that the correct space is leased to fit the client's profile and that future growth can be factored into long-term tenancies.

The process includes macro-allocation of space based on an understanding of workflows and the relationships between departments within an organisation.

We also produce detailed office layouts to suit tenant needs, including workstations, reticulation and design.

INTERIOR DESIGN

We plan and propose colour schemes and finishes to be applied to all areas of the office, from storerooms to executive suites. This service also covers design and finishing of special areas such as canteens, coffee/breakaway areas, bars and presentation/demonstration areas.

Managing and coordinating the professional team for building projects is yet another area where Prominent Properties adds value. This includes monitoring and controlling cost and time budgets on behalf of our clients and maintaining the building's integrity.

DEVELOPMENT MANAGEMENT SERVICES

Project identification
Site selection
Project planning
Legal advice
Financial advice

Technical advice
Methodology
Development planning
Resourcing
Procurement

Financial structuring
Project management
Turnkey developments
Tenant coordination
Programming assistance

OUR APPROACH

We work closely with every client. This is the key to a successful property management strategy.

The primary role of Prominent Properties' facilities team is to strategically manage a property portfolio so as to optimise income earning potential. This, in turn, enhances capital performance.

A comprehensive property portfolio strategy also encompasses an aggressive sale and acquisition policy. Early identification of problem properties is critical. Factors to look out for are high crime levels in the area, decaying nodes, obsolete buildings and increasing maintenance costs.



We believe in a proactive asset management approach and thoroughly analyse each property in a portfolio, particularly:

- The quality of the building
- Whether it can be let in terms of features required by an ever-changing market
- Location
- Tenants and lease profile
- Future risk
- Income-generating potential
- Property expenses
- Maintenance liabilities



DEVOTED EXPERTISE BESPOKE SOLUTIONS

With blue chip clients and a robust portfolio, we have acquired a reputation for interpreting client needs, finding cost-effective solutions and providing quality services across commercial, industrial and retail property markets.



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