

Harrison Humphreys

Commercial Property
Management and Leasing

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Harrison
Humphreys

The Real Real Estate Agent.

Property Management

The Commercial Management and Sales and Leasing team deliver peace of mind with your investment by providing the very best in property management services.

Your property
will be in safe and
experienced hands.

At Harrison Humphreys we are committed to meeting your needs by:-

- Achieving optimum market rentals
- Ensuring the rent is paid promptly
- Maintaining communication with our clients at all times
- Providing quality administration and financial documentation
- Management of costs and outgoings
- Management of compliance with Legislation
- Providing access to an experienced Sales & Leasing team

“ Harrison Humphreys have managed our commercial property for over 8 years and during that time they have consistently provided first class service in all respects.

Their management of tenant and property maintenance issues has been at an extremely high level. They have also provided invaluable assistance with periodic building upgrades. The property has been fully tenanted most of the time, a key reason for this has been their active and professional approach to filling vacant space when it becomes available.

I cannot speak more highly of Harrison Humphreys' professionalism, enthusiasm and results.

– Ian Jackson
Secretary, Cameron Street
Property Trust

Commercial Property Management Portfolio

We currently manage a diverse range of commercial properties including retail shops, offices and warehouses as single and multiple tenancies, in and around Launceston.

The following is a selection of properties currently in our management portfolio:-



10 Broadland Drive,
Launceston

A large warehouse currently occupied by Chubb Fire & Security.



63-65 Cameron Street,
Launceston

A 4 storey office building, currently occupied by Australian Hearing, Family Based Care, NRM North and Argonaute Financial Services along with several other tenancies.



137 Charles Street,
Launceston

A retail site currently occupied by Jeans West.



126 Brisbane Street,
Launceston

A retail site located in the Brisbane Street Mall currently occupied by ladies fashion retailer Sussan.



42-48 St John Street,
Launceston

A 4 storey combined retail and office building currently occupied by Tamar Valley Roses, TS 14 Australia, NAB, Kernan & Co and AON along with other tenancies.



65-67 St John Street,
Launceston

A 4 storey office building, currently occupied by My State Credit Union, Trethewie & Partners, NDA Computing along with several other tenancies.



93 Brisbane Street,
Launceston

A retail site currently occupied by National retailer the Shaver Shop.



1 Norwood Avenue,
Norwood

Modern suburban multiple tenancy site comprising of IGA supermarket and hairdresser.

The management of all commercial properties is linked to our office software property management system, one of the most modern up to date property management systems used Australia wide.

Commercial Property Management Services

A. Rent Collecting

Invoices are issued to tenants around the 7th of each month for the following month in advance. Careful monitoring via our management team and RP Office system ensures that rent arrears are dealt with promptly.

B. Statement Procedure

Rents received are receipted and deposited into a Trust Account as required by Government Legislation. At the conclusion of each month, expenses incurred or statutory charges are paid and the net income is paid to you in the nominated manner.

A monthly statement is issued electronically showing a detailed account of the activities for the month. At the end of the financial year an annual statement will be issued summarising the income and expenses, which have occurred throughout the year for taxation purposes.

C. Rental Reviews

Our RP Office Property Management System allows us to carefully monitor and carry out rent reviews provided for in the Lease. You will be advised when such a rent review is due or takes place.

D. Market Rent Reviews

We would be involved as your Agent in direct negotiations with the Lessee in the event of a market rent review. In providing this information we draw on our extensive knowledge of the Launceston commercial market. The market rent review will be conducted as instructed by the lease and we would liaise with you throughout the process.

E. Option to Extend

In the event of the lease agreement containing an option to extend by the Lessee, we will monitor compliance with the lease.

F. Building Compliance

Where required we organise on your behalf compliance with the Building Act 2000 – Essential Safety and Health Features and Measures and Asbestos reporting. We engage qualified firms or persons to comply with the requirements of the relevant legislation.

G. Project Management

In the event that capital works are required to be undertaken, we offer a project management role which can be inclusive of obtaining and reviewing reports, sourcing quotes relevant to specifications and overseeing implementation of the works.

Commercial Property Management Fees & Charges

Our property management and leasing fees will be agreed following further consultation and discussion with you.

The fees are generally a percentage of the gross annual rent (net rental plus recoverable statutory outgoings).

We have prepared this submission based on the following management services, which include the collecting of rents, attendance to maintenance matters, payment of all authorised accounts (including GST), issuing of monthly statements, the issuing of an annual statement and the payments of rents on a monthly basis.

However, if some variation in relation to these services were required then we would be prepared to discuss our range of services and vary it accordingly in relation to the services that are not requested.

Our Commercial Team



Ben Humphreys
Sales & Leasing



Robert Harrison
Sales & Leasing



Bruce Walker
Sales & Leasing



Gordon Humphreys
Sales & Leasing



Tracy Jones
Sales & Leasing
Administration



Anita Giles
Portfolio Manager