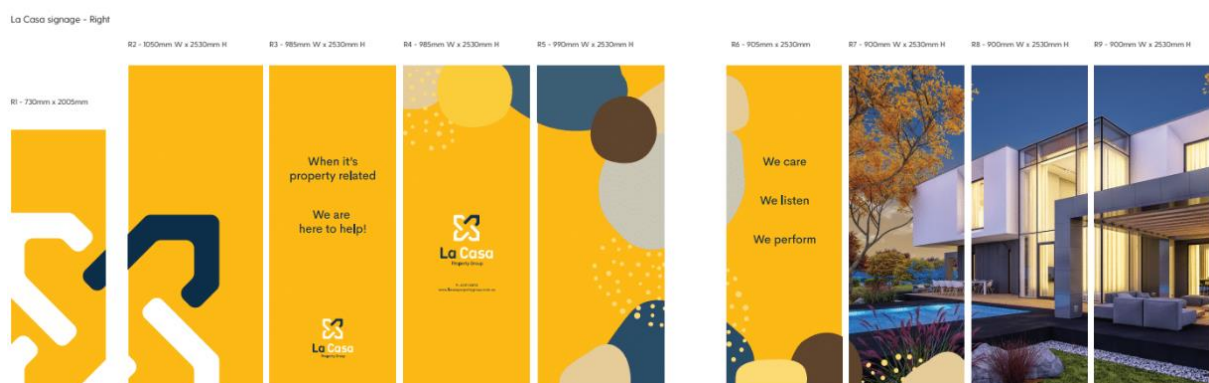


Overall requirement

- 1, The font: do not use too many kinds of fonts. We like it to be simple and tidy. Try to select the font in a round edge.
- 2, The logo: our logo has been updated and attached.
- 3, Style: the following is our branding style



Fonts on brochure: Montserrat; DIN; DIN2014W01-Bold.



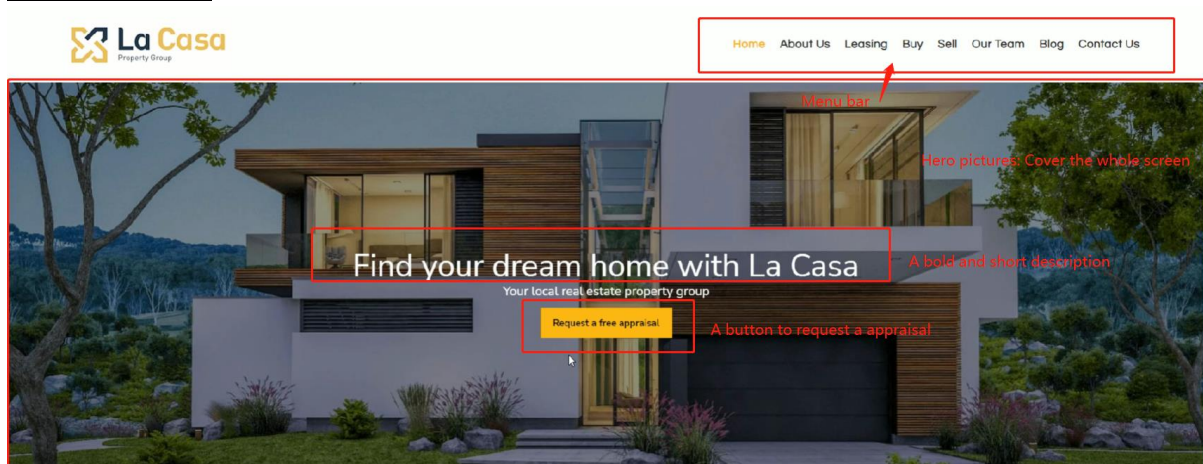
1) Home Page:

We would prefer to have the following 7 sections when the homepage is presented.

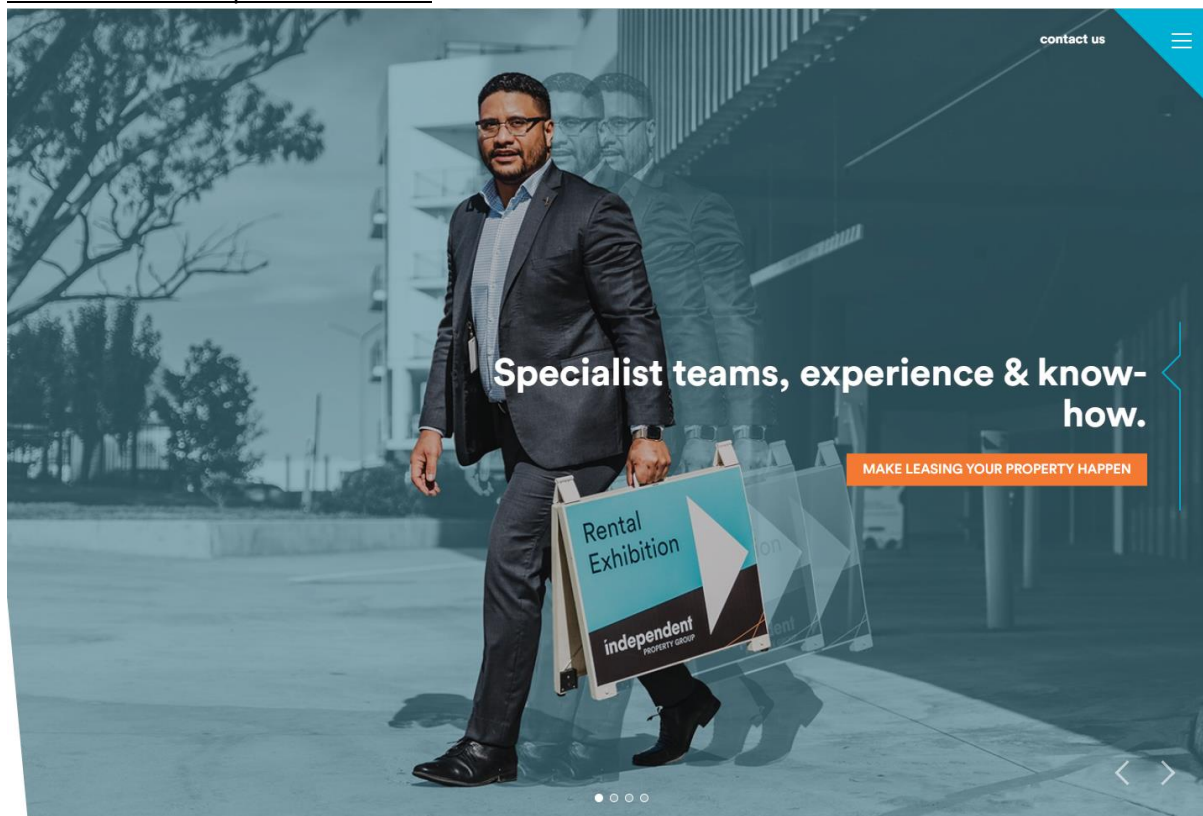
Section 1. Hero image:

- The hero image should be able to cover the whole screen visually
- Has a logo
- Has the menu bar
- Description in bold
- A button to request an appraisal: redirect to the appraisal page.

Our current page



Other website sample as reference:



Section 2. About us

Similar to our current page with a better layout of description is fine.

Our current page:

La Casa – Spanish for “the home”

La Casa in Spanish means “the home, the house”, buying a property is one of the most expensive expenses and important assets for people. La Casa is a real estate company located in Gungahlin, Canberra.

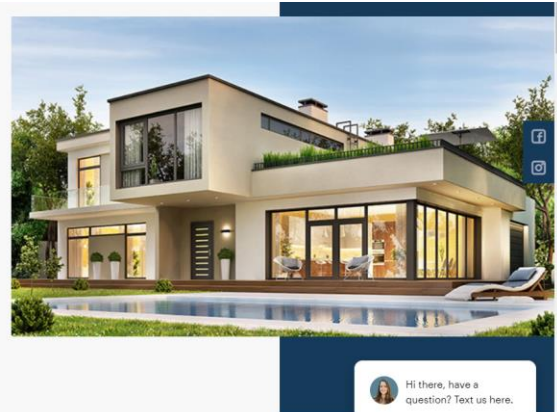
Being a portfolio sales agent and property manager, coupled with our high-profile international real estate experience, La Casa is considered a market leader on the cutting edge with deep industry knowledge, ranging from landlord-tenant relationships, residential purchases.



Welcome to New Door Properties

With a passion to deliver the best possible outcome for every client, New Door Properties is here to assist you with all your property buying and selling needs. Gurjant Singh and our team of dedicated and hardworking team members have been active players in the Canberra real estate community for the last few years. We are passionate, committed and best of all we are all proud Canberrans – based right here in the ACT.

New Door Properties has been recognized as the 2021 Agency of the Year for Monocleff by RateMyAgent – Australia's No. 1 real estate agents rating website. Director Principal Gurjant Singh was also recognised by RateMy Agent as the 2021 Agent of the Year for Bonner. We pride ourselves on our professionalism, attention to detail and getting the best possible deal for every client.

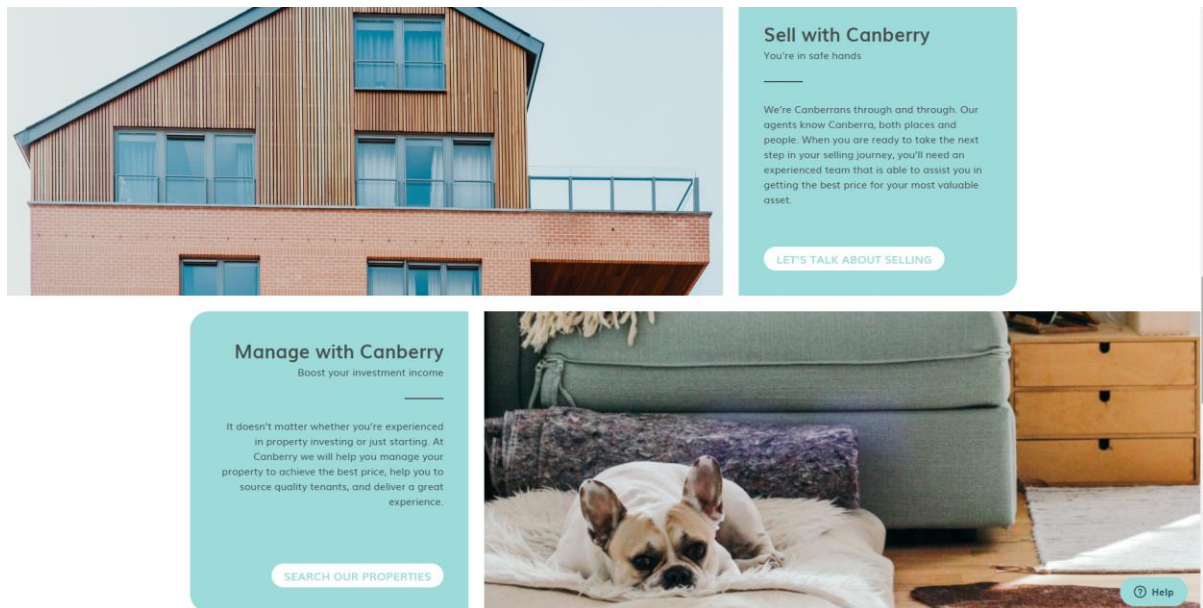


Section 3: Our service

We would also like to present our service when scrolling down on the page.

- **Property Management:**
 - A paragraph to describe our service
 - A button will redirect to the appraisal page
- **Property sales:**
 - A paragraph to describe our service
 - A button will redirect to the appraisal page

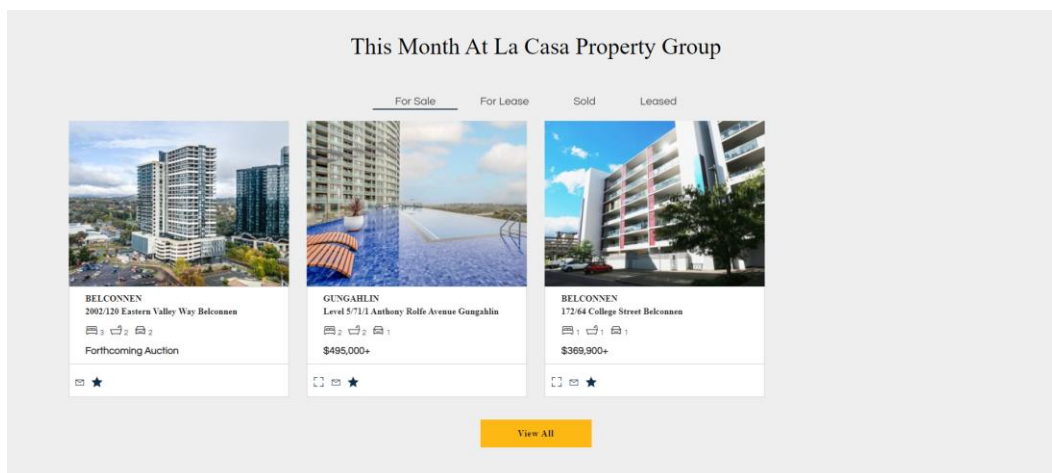
The idea as your reference:



Section 4: Property of the week

Including the info:

- Property info
- For lease/For sales/Sold/Leased
- Button to view more



Section 5: Contact us form

Including the info:

- First name
- Surname
- Phone number
- Email address
- Message

Name
Phone
Email
Message
Sales

Get in touch

Whether you're looking to sell your home, have a general property enquiry or if you have any feedback, please get in touch, we'd love to hear from you.

SEND

Section 6: Testimonial (Fix on every page as foot)

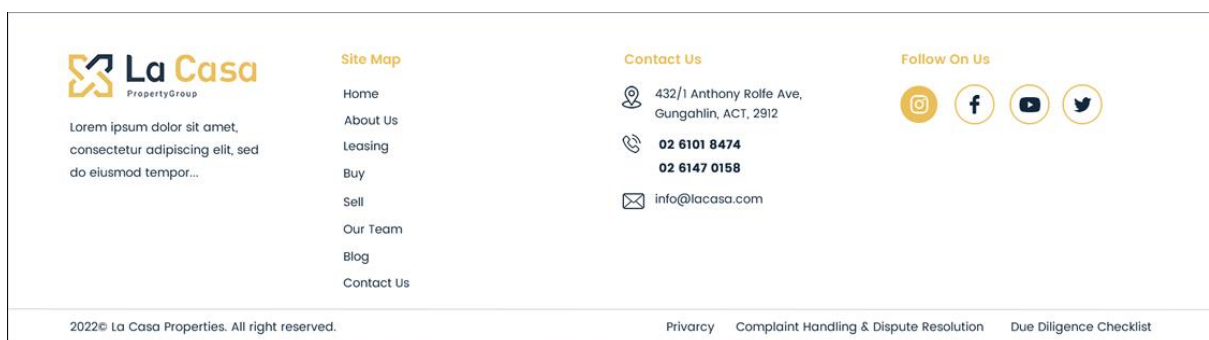
The idea for your reference



Part7: Navigation bar (Fix on every page as foot)

Should include the following information

- Company logo
- Site map
- Our contact info
- Social media



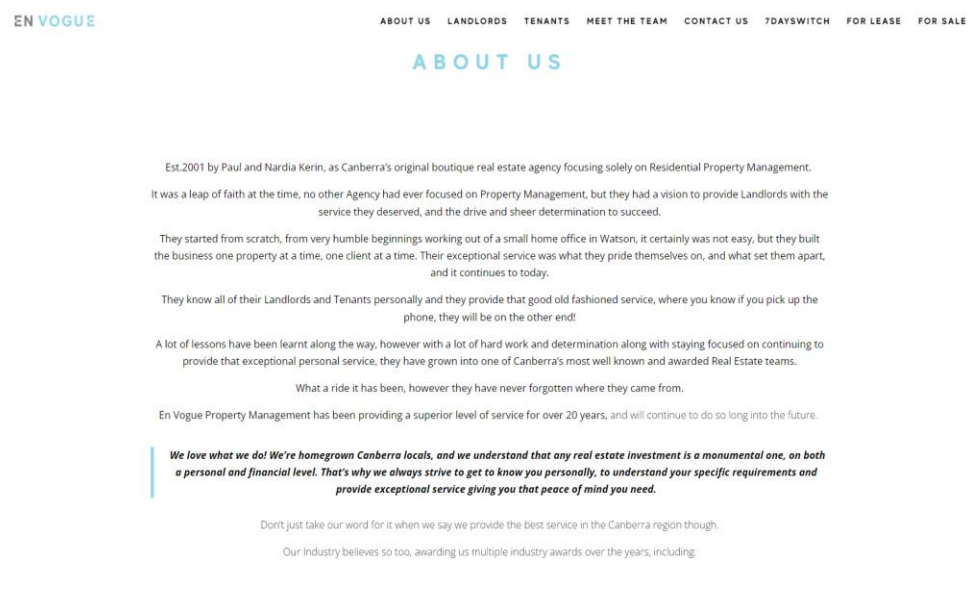
2) Menu Bar:

About us	Landlord	Tenant		Make a Switch(Should be highlighted)	Property Sales	Appraisal now (Should be highlighted) (p12)
➔ About us(p6)	➔ Why choose us(p8)	➔ For Lease(p8)			➔ Why choose us(p11)	
➔ Our team(p6)	➔ Make a switch (p8)	➔ Tenant Information(p9)	➔ Maintenance(p9)		➔ For Sale(p11)	
➔ Contact us(p7)			➔ End your lease(p11)		➔ Sold property(p11)	

3) About us Page

➔ About us: including 2 sections

Section 1: 500 words of description including our mission, vision and value



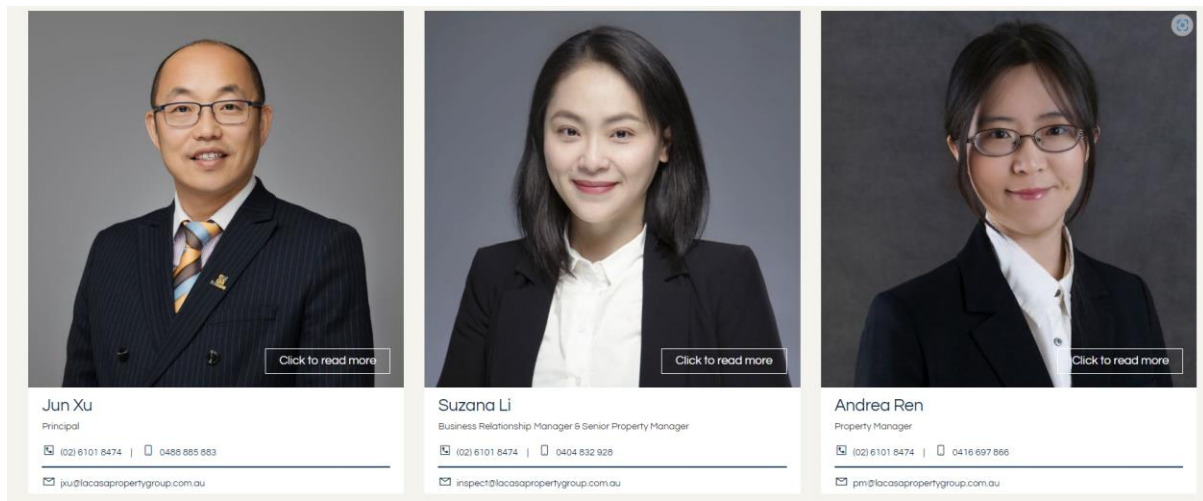
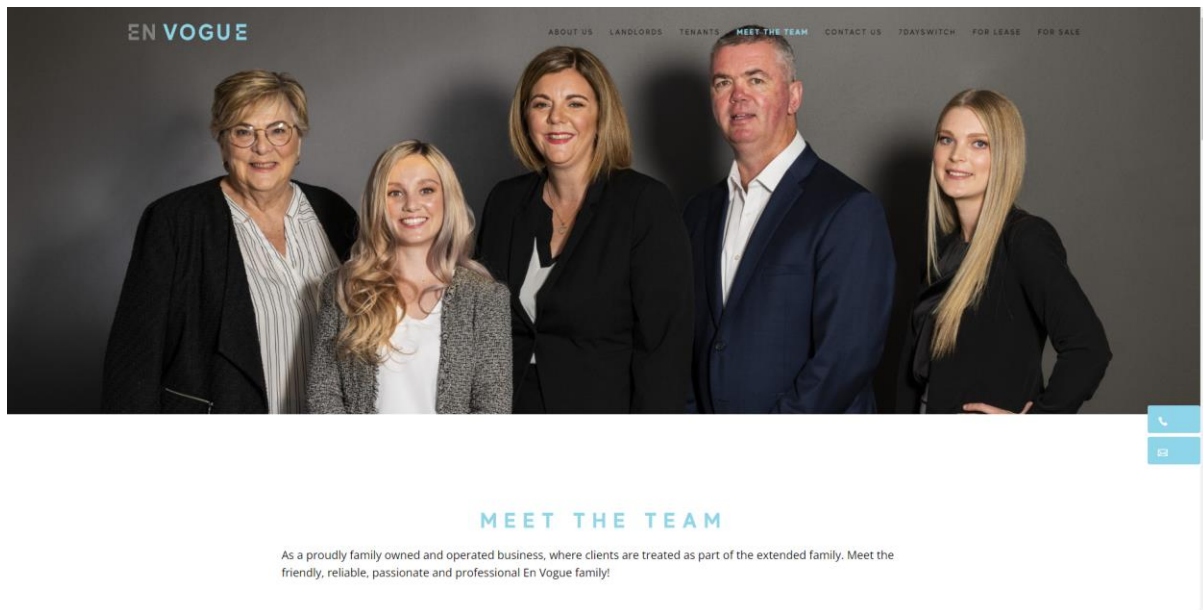
Section 2: Community activities photos sliding, with a sentence on the photos

➔ Our team

Section 1: Photos on the top

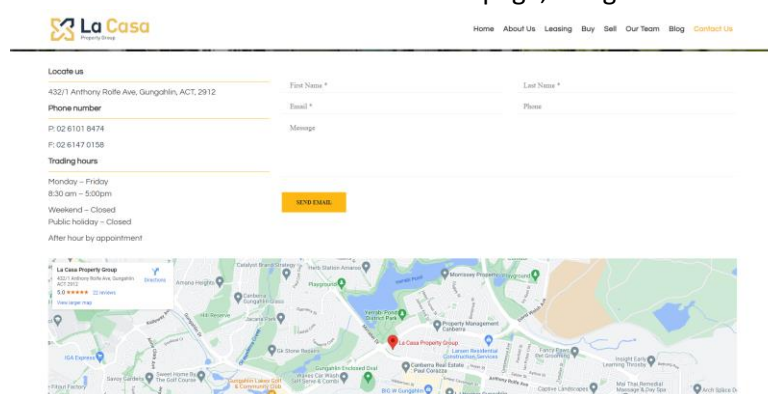
Section 2: Team value: a short description of our group

Section 3: Team member info



➔ Contact us

Content could be similar to our current page, design should be match our branding image.



4) Landlord Page

➔ Why choose us

Section 1: A paragraph to describe our property management service

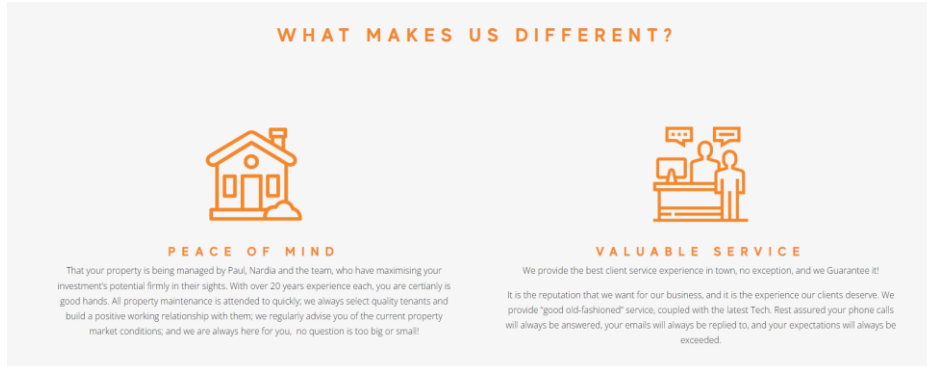
Section 2: What our senior property manager says



Section 3: Our advantage

- 3 or 4 suitable icon
- 3 or 4 bold description (Less than 5 words)
- 3 or 4 detailed description (less than 30 words)
- A button will redirect to appraisal page

Idea for your reference



➔ Switch to us

Section 1: 4 Step flowchart about easily switch to us

Section 2: A "Switch now" button: Redirect to the appraisal page

5) Tenant Page

➔ For lease

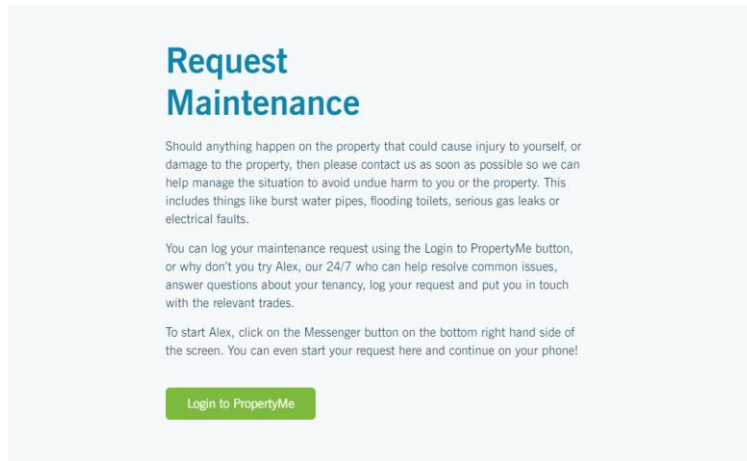
Including for-lease property info

- ➔ Tenant information
- ➔ Maintenance: including 2 sections

Section 1: Maintenance request

- Introduction about how to request the maintenance
- A button redirects to the tenant portal

Ideal for your reference:



Section 2: Urgent maintenance

- What is “Urgent maintenance”: a list of urgent maintenance
- Emergency trade list with Company name, classification, contact number

What is classed as an 'Urgent Repair'?

In the event you have an urgent repair and it has occurred outside of normal business hours you MUST follow the below procedure.

- ⦿ Burst water service
- ⦿ Gas leak
- ⦿ Serious storm or fire damage
- ⦿ Failure of gas, electricity or water supply
- ⦿ A fault that causes the property to be insecure
- ⦿ A serious fault in a common area that inhibits access to the property
- ⦿ Dangerous electrical fault
- ⦿ Heating and Cooling Failure
- ⦿ Refrigerator and Laundering appliances supplied with the property
- ⦿ Serious roof leak
- ⦿ Flooding or serious flood damage
- ⦿ Hot Water service failure
- ⦿ A fault that causes the property to be unsafe
- ⦿ A fault or damage that is likely to cause further damage
- ⦿ Blocked or broken toilet
- ⦿ Oven/cooktop failure
- ⦿ A fault or damage that is likely to cause injury

You should contact the relevant tradesperson shown over the page. If you cannot get in contact with the relevant tradesperson or they are otherwise unavailable, the repair may be carried out by a qualified tradesperson of your choosing. Further details on Urgent Repairs can be found in your Tenancy Agreement which is available online through your Tenants Portal if you are unable to locate the original.

Lockouts are NOT covered under Emergency Maintenance.

Emergency Trades List

To ensure all maintenance is recorded and attended to promptly please remember to log your maintenance through your tenant portal as soon as possible.

Filter by ▼

 JML Plumbing & Gas Plumber 02 6193 4089	 GMH Electrical Electrician 0439 432 391 0418 623 046	 CLASS Locksmiths Locksmith 02 6280 6611
--	--	--

➔ End of your tenancy

A description about our process of ending the tenancy

ENDING YOUR TENANCY

Whether you're ending your tenancy agreement, or someone who is a part of your shared tenancy wishes to vacate the property, the first thing you need to do is **give us a call** and have a chat.

Next step is to complete the **Notice to Vacate** form and return to us via email.

If you are in a **Shared tenancy**, and a new tenant is proposed the new tenant must submit a **Tenancy Application Form**, which will be subject to approval prior to any further arrangements being made.

If you are **Breaking a Fixed Term Agreement** please give us a call and we can provide you with further information. You will then need to complete the **Break Lease Notification Form**.

We also provide a **Final Inspection Checklist** noting all items to be completed prior to the **Final Inspection** to ensure a smooth handover process.

6) Property Sales (Similar to landlord page)

➔ Why choose us

1, A description of property sales

2, What our senior sales say

3, Our advantage

- 3 or 4 suitable icons
- 3 or 4 bold descriptions (less than 5 words)
- 3 or 4 detailed descriptions (Less than 30 words)
- A button will redirect to the appraisal page

➔ For sales

including sales property info

➔ Sold property

including sold property info

7) Switch to Us Page

Link back to the Switch to Us Section

Appraisal page (One question finished, next one pops up):

[Switch to Us | Distinct Property Management \(distinctpm.com.au\)](#)

Q1: Your property address

Q2: I am a

Landlord

Seller

Q3: What is your property situation?

It is tenanted

I live there at the moments

It is vacated

Q4: Do you have a property manager now?

Yes

No

Q5: You almost get there, we just need to grab a few of your details

Your first name Your last name

Your phone number

Your email address

Message: Anything else you would like to mention?

Ending: Thank you, our consultant will contact you soon!

For your reference:

Need a property manager you can trust?

We're investors just like you and, just like you, we understand that partnerships are built on trust.

Find your investment property address

Start typing to find your investment property address...

[Continue](#)

[I don't have the property address yet](#)

[GO BACK](#)

Great news! We operate in Gungahlin

[I am a Landlord](#) [I am a Tenant](#)

[GO BACK](#)

Is your property currently tenanted?

Yes, I have tenants already

No, I need new tenants

[GO BACK](#)

Do you currently use a property manager?

Yes, I have a property manager

No, I don't have a property manager

[GO BACK](#)

Please confirm your details

First Name*

Last Name*

Email Address*

Mobile Number*

Is there any other information you would like to share with us?

Finish

This real estate agency uses the software of InspectRealEstate (IRE) to collect this information. Both organisations use and disclose the information to provide property-seeking related services to you and third parties. IRE uses facilities that may store the information overseas. For further information and IRE's contact details, read the IRE Privacy Policy. The real estate agency may deal with information in ways not covered by IRE's privacy policy. Check the real estate agency's website for its privacy policy. By submitting your details with this form, you consent to the collection, use and disclosure of your personal information in accordance with this statement and the IRE Privacy Policy.