

PROPERTY MANAGEMENT GUIDE

Here's a quick guide to help you navigate the property market in Ras Al Khaimah to ensure your property management experience is a straightforward process.



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COMPANY PROFILE

Hunt & Harris Real Estate is committed to providing our clients with an honest, straightforward and professional real estate service in the UAE. The company's philosophy is steeped in traditional service values with a modern imaginative approach.

Our main focus is on building long term relationships with our buyers and sellers and concentrating on customer satisfaction.

The success of Hunt and Harris Real Estate has been our experienced and well trained employees and the fact that the company is still run by the founding members.

Today our success is based on a wealth of experience in the UAE real estate sector covering sales, rentals as well as property management.



SNAGGING AND HANDOVER SERVICES

Finally, your property is due for handover after such a long wait the excitement you feel can also become a major headache especially when you are not based in the UAE like most of our regular investors. This is where Hunt and Harris Real Estate can help you.



SNAGGING

Snagging is identifying and highlighting internal and external defects that would not meet the standards of finishing that is agreed between the two parties (Owner and Developer).

Hunt and Harris Real Estate can assist property owners with a property handover inspection. This is a very useful service for owners not based in the UAE.

A member of our property management team will contact the developer and book a time slot for snagging and inspection. They shall then attend the inspection with the developer on your behalf.

Our property management team are trained and experienced in identifying faults with a new unit that can then be rectified with the developer/contractor.

Here is a brief breakdown of basic items that shall be covered in a detailed snagging and property inspection.



INTERNAL

- Doors for damage, hinges, handles as well as locks.
- Window frames and screens.
- Plaster work for marks, scratches and uneven surfaces.
- Ceilings for paint work.
- Quality and fitting of ceiling fixtures such as lights.
- Scratched or damaged flooring or tiling.
- Walls and the skirting boards for uneven levels, finish or painting.
- Kitchen cupboards, vanities and the work surfaces for scratches and damages.
- Tiling and grouting for finish, chips or cracks, uneven laying and straightness.
- Cut-outs from tiling around taps and plumbing for correct sizing.
- Painted surfaces for coverage, blemishes and paint runs.
- Bathtubs and showers are checked for scratches, damage, poorly fitted drains or plumbing fixtures.
- Granite surfaces for cracks, chips, poor alignment or joining.
- Poor hanging cabinets, shelves or mirrors.
- All other plumbing, fixtures and fittings will be checked for damage or poor installation.
- Power outlets.
- All electrical appliances/connections ensure they are in working order.
- Fire safety system.
- Key and lock availability.

EXTERNAL

- Main lobby.
- Security in place.
- Main building/unit exterior fixture and fitting.
- Painting of the unit walls.
- The window frames, glazing and surrounds.
- Tiling to main entrance, balcony and garage.
- Electrical fittings.
- Roofing and waterproofing where possible.

INTERNAL & EXTERNAL

Following the inspection, we shall provide the owner with a comprehensive list of items checked along with pictures and a walk through of the unit. We will also detail any items that need to be rectified.

Where defects are found these items are marked with removable coloured tape on interior surfaces so the developer/contractor can easily identify which areas need rectification.

Our property management team, shall then work with the developer/contractor to ensure that any outstanding items are rectified in a timely manner and within the warranty period.



HANDOVER

Handover is the process of accepting the property from the developer after all owner's requirements are met.

If you cannot travel to the UAE at time of the handover, Hunt and Harris Real Estate can represent you and attend the handover on your behalf.

We will need a legalised Power of Attorney to do this on your behalf.

We can provide assistance with this procedure and already have resources in place to make this a cost effective and efficient online procedure.



Once the developer has confirmed all outstanding payments are made and we have received the Power of Attorney we can then obtain handover of keys from the developer providing the below requirements are met.

HANDOVER CHECKLIST:

1. Final instalment payments paid.
2. Property registration charges are paid.
3. General fund (service charge), Reserve fund, Chilled water charges and OA utilities connection & security deposit paid.
4. Handover appointment confirmation email received.
5. Latest passport.
6. Emirates ID provided (if applicable).
7. NOC from the developer received by email for opening utility accounts.
8. Proof of opening of utility accounts (Power & Water) must be provided prior to handover.
9. Proceed to handover.



OUR **HANDOVER** SERVICES

1. Pictures of the unit.
2. Check the property is ready for occupancy when collecting the keys.
3. Conduct meter readings of electricity and water consumption.
4. Connect utilities into owner's name (FEWA & UTICO).
5. Collection of documentation and handover paperwork which shall then be forwarded to you in your home country.
6. Collect title deed when ready from the developer/land department.



WHY USE **HUNT AND HARRIS** REAL ESTATE?

At Hunt and Harris Real Estate, we don't simply list a property, but rather we provide full essential services prior to listing property, during the inspection process and through to close of rental. We don't just list a property - we rent it!



RENTAL SERVICES

1. Providing professional, trusted services in Ras Al Khaimah since 2007.
2. Specialist agents that have knowledge of RAK and local market conditions.
3. We are open 6 days a week and available to show your property with very little notice.
4. Knowledge of local contractors and service providers to help you during the inspection period.
5. Full rental appraisal before you commit to a rental.
6. Extensive marketing through the popular property portals and websites to offer the widest exposure possible.
7. A one stop shop where we facilitate the process from the moment a property is listed until the last signature is penned at the closing.



MANAGEMENT SERVICES

1. Extensive marketing of vacant properties.
2. Thorough tenant screening.
3. Inventory check report.
4. Moving in inspection.
5. Moving out inspection.
6. Annual inspection.
7. Tenant disputes.
8. Instructing contractors to repair any damage.
9. Financial management including payment of service charges.



FEE STRUCTURE

SNAGGING SERVICES

Studio
AED 1,500

1 Bedroom
AED 2,000

2 Bedroom
AED 2,500

3 Bedroom
AED 3,000

HANDOVER SERVICES

Flat Fee
AED 4,000

POA Legislation
AED 1,500

FEWA Connection
AED 1,600

UTICO Connection
AED 1,050

MANAGEMENT SERVICES

Comprehensive Fee
AED 2,500 / 5%
(whichever is greater)

RENTAL SERVICES

Agency fees for rental AED 2,000 / 5% (whichever is greater) as per tenancy contract
Special discount of 50% for customers availing rental & management services combined

HUNT & HARRIS

REAL ESTATE

Est 2007

**IN ORDER FOR US TO
MANAGE YOUR PROPERTY
PLEASE CONTACT US**

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