

Commercial  
&  
Residential  
Real Estate  
Solutions

**enzogroup**  
REALTY CORP.

## PROPERTY & ASSET MANAGEMENT

enzogroup.com



sales

leasing

property & asset  
management

consulting

marketing

tenant  
representation



Our Corporate Mission  
*"market experience. . . integrity & creativity"*

Achieve for our clients the highest and best results in real estate transactions, and project operation management guided by our market experience, integrity and creativity, and utilizing the best in human resources and technology to enhance our performance today and tomorrow.

At Enzogroup Realty Corp. property management evolved to become Project Operation Management ("POM"). The reason is pure and simple. Each property, large or small is considered a project, and management is only one of the elements among a wide range of services we provide. We are constantly looking for new ways to enhance performance at all levels by utilizing effective leasing techniques, improving tenant and client relationship, reducing expenses, implementing preventive maintenance programs, and providing owners with accurate reporting of timely financial information. Our construction experience allows us to recommend solutions to ongoing maintenance challenges and our industry knowledge link us with the appropriate contractor for a cost effective solution.



All "POM" programs are customized to fit the immediate needs of any real estate project and are flexible enough to change for tomorrow. The highest and best use of all resources is always our primary aim keeping in mind the best interest of our clients and that of our tenants. Finally, we arm ourselves with many technological tools to attain accurate financial results, clear communication records and long-term property data collection to empower owners and developers with timely and resourceful information.



**enzogroup realty corp.**  
6 – 129 2<sup>nd</sup> Avenue N  
Saskatoon, sk.  
S7K 2A9

tel:306.668.3606  
fax:306.668.3672

email: [info@enzogroup.com](mailto:info@enzogroup.com)

[enzogroup.com](http://enzogroup.com)

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### **leasing & lease management**

- Market conditions overview
- Marketing & showing of vacant properties
- Tenant background and credit check
- Rent collections and follow-ups
- Occupancy Expenses Breakdown
- Enforcement of lease covenants
- Lease Renewal Proposal & Negotiations
- Security deposit collection
- Move-in & move-out inspections
- Rentalsman office application & follow up
- Updates on Residential Tenancies Act



### **maintenance management**

- Scheduled maintenance programs
- Preventive maintenance programs
- Supervision of caretaking & grounds keeping
- Scheduled fire safety inspections
- Bidding process on major upgrade work
- Use of qualified contractors at all times
- Emergency maintenance
- After hours emergency answering service



### **financial management & reporting**

- Post-dated rent cheques processing
- Timely expense handling
- Scheduled mortgage, insurance & utilities payments
- Occupancy Expenses Accounting & Year End Adjustments
- Security deposit administration
- Monthly financial statements
- Monthly Bank Reconciliation
- Monthly disbursement of net proceeds to owners
- Electronic financial reporting to owners & accountant
- Electronic filing and archiving of all financial data

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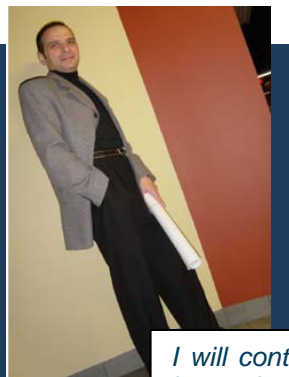
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## *personal profile*



*I will continue to build on the excellent working relationships I have developed with a large number of business people in Saskatoon over the last 28 years in order to deliver satisfactory results and solutions for all my clients' real estate needs..."*

A graduate from the University of Ottawa with a bachelor of science degree, Gaby Akl started his real estate career in 1984. Fluently bilingual and with over 28 years experience in the real estate industry, Gaby has acquired extensive market knowledge in property acquisitions, development, and management of various size residential, commercial and industrial real estate projects. He held a senior company management position for a number of years and administered a multi-million dollar real estate portfolio for a local development company. His skills in all areas of property management and project development are focused on the bottom line with a great emphasis on long-term project viability and effective expense management. At the same time, Gaby extended his experience in the construction industry by being the sole principle behind a local development company involved in the design and construction of single-family dwellings in Saskatoon. He played an important role in one of the first downtown acquisition, study, design and major renovations of a commercial office building converting its use to a mix of residential condominiums and a retail mall featuring two floors of small individual retail units. Gaby's experience in asset management, feasibility studies, leasing, marketing and construction are essential for the successful operation and management of any real estate project.

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