

BASIC BENEFITS

A few essential details that set us apart.



Here are a few reasons why people choose us to manage their properties. At Premier we realize that having complete trust in your management company isn't a luxury. It's a necessity.

2. In-depth income and expense statements are submitted to all trustees/directors on a monthly basis.
3. Bank accounts are reconciled monthly.
4. Our firm and our employees are licensed, bonded and insured.

RESPONSIVENESS IN EMERGENCIES

We have maintenance and management personnel on-call around-the-clock. They are trained to respond to any and all building emergency situations. All of our repair personnel are accessible via cellular phones and beepers. This response service minimizes occupant disruption and damage to the property if a problem develops; it also enables normal operations to be restored quickly.

WE'RE ACCESSIBLE AND INFORMED

Our property management staff is available at all times to address the needs of owners, trustees and tenants. All management staff members are constantly updated on the unique aspects of each property, and are always prepared to offer guidance and advice.

PROTECTION OF CLIENT FUNDS

1. Each association's/building's funds are held in a separate bank account. All bank accounts are protected up to \$100,000.00 by the F.D.I.C.

WE'RE FULLY INSURED

Premier Property Solutions, LLC maintains the following corporate insurance: Errors and Omissions, Liability insurance, Worker's Compensation insurance, Health insurance, Fidelity insurance and Truck/Auto insurance.

THE BEST TECHNOLOGY

Premier is the most technologically advanced property management company in the Boston area. Our system uses the latest software developed specifically for us by our own in-house Information Services (IS) Director. Our database is updated in real-time and is designed to assure accurate records and timely reports. Our network consists of multiple servers running on a Gigabit Ethernet backbone with enhanced in-wall CAT 5 wiring. Reports and invoices can be generated and transmitted electronically, and many reports are available on our password-protected web server, connected to the Internet over multiple T1 lines. Our system is networked between all

property managers and site facilities. All files are backed up automatically and firewall protected in order to insure the integrity and security of the information.

BUILDING INSPECTION REPORT



We take a very pro-active position when it comes to fixing, maintaining and improving the properties we manage. To maintain an ongoing assessment of present and future needs, a thorough inspection is undertaken by our staff upon which time the report is submitted to the Board with recommendations and explanations.

ACKNOWLEDGMENT LETTERS TO OWNERS

After Premier Property Solutions has been chosen to manage an association we send informative, personalized letters to all condominium owners. These letters include a number of ways to contact Premier with any questions or concerns.

POSITIVE ASSOCIATIONS

Premier stays current with important developments in the community and in the field of property management by maintaining affiliations with a broad range of professional associations, including:

The Greater Boston Real Estate Board	Back Bay Neighborhood Association
The Rental Housing Association	South End Historical Society
Building Owners and Managers Association (BOMA)	Greater Boston Chamber of Commerce
Condominium Associations Institute (CAI)	Better Business Bureau
Boston University	Boston Police Patrolmen's Association
Board of Real Estate Brokers and Salesmen	Boston Fire Department
	New England Convention Bureau
	Northeastern University



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