

## Property Management Services

Activity	Service Fee	Operation / actual fee / Vendor fee	Lead Time for completion	How things would be addressed
Gardening	\$ 25	As Per Estimate	Not Applicable	We will partner with you in gardening your house located in the major cities. We will access the gardening space in your house & will send you the quotation and initial recommendations related to your garden received from the select reputed vendors. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.
Interior Decorator	\$ 50	As Per Estimate	Not Applicable	We will partner with you in the interior decoration of your house and will work on your requirements. We will get back to you with the rates received from the reputed vendors selected by us, for- all your interior work requirements along with rates we would send you 2 initial sketches of the required facility as part of our service fee, as per your targeted budget. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.
Home cleaning Up-to 2000 sq.ft - City	\$ 25	As Per Estimate	3 - 5 days	On subscription of this service we will thoroughly clean your house with the help of professionals. We will remove the dust, cobwebs, oils, stains in the floors, and walls, would clean sofa set, bed to make it free of dust. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. The given cost is cost for one time cleaning under our observation. On work completion report along with snaps would be send across to you for your confirmation.

Home cleaning More than 2000 sq.ft - City	\$ 25	As Per Estimate	Up-to 7 days	On subscription of this service we will thoroughly clean your house with the help of professionals. We will remove the dust, cobwebs, oils, stains in the floors, and walls, would clean sofa set, bed to make it free of dust. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. The given cost is cost for one time cleaning under our observation. On work completion report along with snaps would be send across to you for your confirmation.
Water proofing	\$ 50	As Per Estimate	Not Applicable	On the subscription of our Water Proofing services, we will examine the roof of the building to assess the existing condition of the roof. We will get back to you with the suggestion and the rates received, along with lead time from the select reputed vendors for the water proofing work. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.
Painting	As Per Estimate	As per Estimate	Not Applicable	On the subscription of our Painting services, we will examine the walls and assess the painting requirements. We will get back to you with the rates received from the select reputed vendors for painting work, along with type of paint type, lead time. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.
Plumbing & maintenance related works	As Per Estimate	As per Estimate	Not Applicable	On the subscription of our plumbing and maintenance related works, we will examine the maintenance & plumbing requirements of your house. We will then provide you with the rates received from the select reputed vendors. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.

Home Repair Services	As Per Estimate	As per Estimate	Not Applicable	On the subscription of our Home repair services we will examine your house & will assess the repair requirements. We will get back to you with the areas where the repair work is required along with the rates received from the select reputed vendors for the home repair works. On the approval and payment,
Renovation work	As Per Estimate	As Per Estimate	Not Applicable	On the subscription of our property renovation services we will examine your house for the renovation of the walls, doors, windows, interiors and exteriors of your building. We will get back to you with the rates received from the select reputed vendors for the renovation works. On the approval and payment, On work completion report along with snaps would be send across to you for your confirmation. We will then monitor the work & will ensure that the vendor maintains the quality.
Security services	\$ 25	As per Estimate	Not Applicable	On the subscription of the security services for 8 hrs, 12 hrs, 24 hrs we will coordinate with our select reputed vendors and will visit your premise to find the security requirements for your house. We will get back to you with the rates received from the select reputed vendors for the security services. On the approval and payment, we will fix the service.
Electrical Works	As per Estimate	As per Estimate	Not Applicable	On subscription we will examine the various electrical requirements like wiring your house, fitting all the electric items like lights, fans, etc for your house. We will get back to you with various suggestion and the rates received from the select reputed vendors for all the Electric works. On the approval and payment, we will then monitor the work & will ensure that the vendor maintains the quality. On work completion report along with snaps would be send across to you for your confirmation.

Construction Monitoring	As Per Estimate	0	Not Applicable	We will monitor the progress of the construction work and will report on the building work. We will monitor the work of the constructor or architect with the estimated milestone chart and will report to you. Service includes taking digital pictures of the building or site and sending it to you. The service charge is for one visit in the major cities. If you require number of visits, then there will be additional charges and the same should be borne by you. We will coordinate between you and the builder or contractor on the progress of the work and will check for the milestones only. Guardian cannot be held responsible for any lapse on the deliverables of the contractor or builder or for the non settlement of the payments to the contractor or builder
Regular Monitoring of Plots	\$ 25	0	Not Applicable	The plots shall be monitored regularly to ensure that the plot is free from encroachments. We will report you the status on the cleanliness of the plots and encroachment if any. Digital pictures of the plot will be taken and sent, as required. Given service fee is for single visit. Based on your requirement we can schedule no of visits / year
Fencing of Plots	As Per Estimate	As Per Estimate	Not Applicable	We will assess the fencing requirements of your plots and will send you the quotation received from the select reputed vendors; We would send you the lead time, best suitable construction type and material for your initial understanding only. On the approval and payment, we will then monitor the work and will ensure that the vendor maintains the quality. The service fee is for a single plot. Digital pictures of the fenced plot will be sent after completion of the work. Guardian will coordinate between you and the vendor on the progress of the work and will check for the quality of the fencing work till completion. Guardian cannot be held responsible for the condition of the fence on an ongoing basis after the completion of the work.