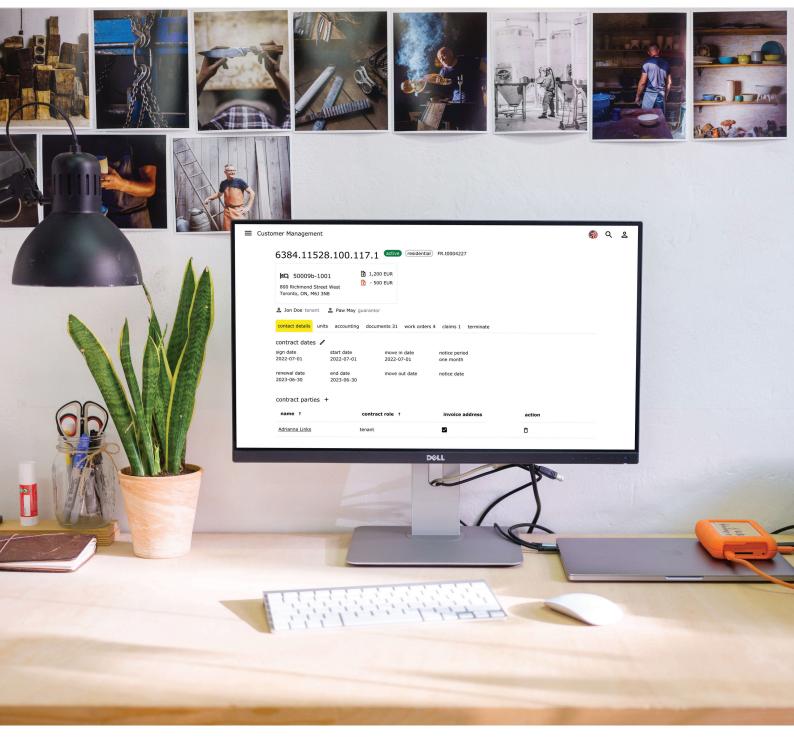
tenant administration

Tenant Administration Application



Akelius

essentials

The Tenant Administration Application is the tool for handling digital tenant contracts and data.

Handle the contract process end-to-end.

Manage rent increases according to market and regulations.

Identify outstanding payments and simplify the litigation process.

Handle operational cost settlements transparently and in time.

The application offers

- a lean process for managing tenant data, rents, and contracts
- digital litigation, collecting outstanding rents
- seamless integration with the accounting system and other applications

functions

Manage tenant contracts and data efficiently.

Bulk operations reduce the time spent on administrative tasks.

create contracts

Create new contracts by

- entering key information
- choosing the unit
- adding contract parties

manage tenant data and contracts

Use the application to

- maintain key data, units, and contracts
- check balance, ledger, and claims
- access to all tenants information
- access to all work orders

Customer Management	t			🌍 ଦ 🚊
6384.1152	28.100.117.1 ective (resider	tial FR.t0004227		
800 Richmond Str Toronto, ON, M61	eet West			
2 Jon Doe tenant	2 Paw May guarantor			
contact details un	nits accounting documents 31 work or	ders 4 claims 1 terminate		
contract dates a sign date 2022-07-01	start date move in date 2022-07-01 2022-07-01	notice period one month		
renewal date 2023-06-30	end date move out date 2023-06-30	notice date		
contract parties	+			
name †	contract role †	invoice address	action	
Adrianna Links	tenant		Ō	
·				

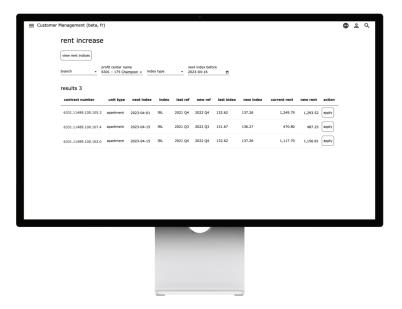
manage rent increases

Change charges in the contract. The accounting system receives changes automatically.

The Tenant Administration Application offers bulk rent increases as well as informs and reminds the user about increases.

Manage rent increases according to the market and regulations with one click to

- optimize rent levels
- mitigate legal risks and complaints



simplify litigation process

View account balances and identify outstanding payments.

Handle outstanding payments and communicate with the tenants through automatically generated claim reminders.

Accounting managers monitor the company's unpaid balance.

The Tenant Administration Application structures the process.

≡ Custo	omer Manager	ment									۹	2
	claims data uploaded o view claim star		5, 06:00		s	company			Q responsible p	erron		
	profit center nu	umber	claim	stage	•		aim handler		contract type	•		
	contract status	download sec		of charge	•	min charge		-	max charge	•		
	results 5											
1												
	customer name	created ↓ at	contract status	charge type	total unpaid	unpaid 0-30	unpaid 31-60	unpaid 61-90	unpaid over 90	stage		
				charge type					over 90 3,216.69	stage 18 order to leave		
	name Totals	at	status		unpaid 37,056.69	0-30 33,840.00	31-60	61-90 0.00	over 90 3,216.69	18 order		

handle operational cost settlements

The application helps to distribute the operational costs between the tenant and the landlord.

Review and amend invoices.

