ONE POWERFUL SOFTWARE PLATFORM
Three Levels of Service

Property Works, the industry's leading provider of comprehensive lease management software and services for retail, restaurant and commercial operators, puts the choice in your hands with three flexible levels of service.

NOT SURE WHERE TO START?

Compare the benefits of each service level on page two. As a Property Works client, you are free to change your level of service at any time.

1 ▶ **Lease Management Software**
Your Property Works relationship manager will train you to customize the software to meet your company's unique in-house lease management needs. However, you'll never be left on your own. When you have questions or the infrastructure requirements change, especially common as your company grows, we'll always be here to help.

2 ▶ **Software + Critical Data Management** You're in charge of administering the software in-house, but your relationship manager will set you up by providing comprehensive lease abstracts. We'll also ensure the critical lease data is always current so you won't miss important deadlines, regardless of internal staffing capacities.

3 ▶ **Comprehensive Lease Administration** After providing us with the initial lease documentation, we'll work directly with your landlords to obtain what's needed on an ongoing basis to accurately manage your account. Your dedicated customer relationship manager will provide regular reports and work with you when there are decisions requiring attention. This turnkey approach ensures that your leases are administrated according to best industry practices, while allowing you and your team to focus on running and growing the business.

SERVICE LEVEL COMPARISON

SERVICE LEVEL FEATURES	ONE SOFTWARE PLATFORM, THREE LEVELS OF SERVICE		
	LEVEL 1 Lease Management Software	LEVEL 2 Software + Critical Data Management	LEVEL 3 Comprehensive Lease Administration
Full use of all software modules	✓	✓	✓
Unlimited number of software users	✓	✓	✓
Software training and technical support	✓	✓	✓
24x7 access to reports and critical data	✓	✓	✓
10 GB of document storage	✓	✓	✓
Dedicated relationship manager	✓	✓	✓
Tickler alerts for critical dates and deadlines	✓	✓	✓
Initial abstracting and lease-file audit to ensure data accuracy and completion	OPTIONAL	✓	✓
New lease abstraction	OPTIONAL	✓	✓
Regular updates of critical data	✗	✓	✓
SAMPLE SERVICES PERFORMED BY RELATIONSHIP MANAGER			
Serve as the liaison between the landlord and tenant	✗	✗	✓
Analysis and management of monthly lease-related expenses (includes a payables file)	✗	✗	✓
Cost savings analysis of pass-through expenses, utility billings and reconciliations*	✗	✗	✓
Percentage rent management and landlord sales reporting	✗	✗	✓
Consumer Price Index calculations	✗	✗	✓
Facilities management of landlord responsibilities	✗	✗	✓

*Average savings ranges from 3-5%

Property Works also provides additional fee-based lease management services, such as assessment reviews and appeals, lease renewals and restructuring, and consent and approval coordination.

Established in 1996, Property Works provides lease management services to multi-unit retail, restaurant and commercial operators with 30 to more than 1,000 locations. Utilizing its proprietary software platform with three levels of service (Lease Management Software, Software + Critical Data Management and Comprehensive Lease Administration), Property Works helps clients around the world:

▶ Track critical dates and deadlines
▶ Redeploy valuable resources
▶ Make data-driven decisions
▶ Boost the bottom line

For more information or to schedule a demo, visit PropertyWorks.com or call 678.795.3830.