

Analyst[®]



**A COMPREHENSIVE SOFTWARE FOR MANAGING
OWN RENTAL PROPERTIES
OTHER'S RENTAL PROPERTIES
LEASING AND SUB LEASING
SELLING BROKERAGE
RENTAL BROKERAGE**

PROJECT COSTING

OPERATIONS

FINANCIAL ACCOUNTING

MAINTENANCE

About Us

Brief about software, eBiz & Infrastructure.



This is specially developed for **Property Management** (who Constructs and Rents Properties, Projects / Buildings) to automate their **Various Business activities**. It helps Executives, Managers and Business Owners in managing their daily works easily and effectively. It generates lot of data and graphical reports which helps in right decision making. Its ready formats helps to communicate with **Customers/Tenants** and others.



This Software is developed by a team of experienced **Engineers and Financial Experts** with the feedback of real time **Property Management** Executives, Managers and Owners. Because of many implementations software has been fine-tuned again and again. Now it can be fast implemented within few days to any new or running **Company** without taking much of their key employee's time.



e-Business Applications is a **Dubai** based local owned company established in year 2000. Since that **e-Biz** sold its 30 different software to around **5,000** customers in **UAE**. We are specialized in various types of real estate software. Sold to **300+ Real Estates** (Landlords, Property Managers, Developers and Brokers).



Having Local Development and After Sales Support Centre in **Dubai** itself. Having big team of **expert** Software Engineers and Customer Support Executives. Because of this we can customize the software fast as per your requirements and can provide **quick support**. Also we have customers in other **GCC Countries** too.

Key Modules

Pricing of the software is based on the following modules selection, number of user licenses, Companies & Divisions.

Business Activity Modules

- 1 Managing Own Properties
- 2 Managing Other's Properties
- 3 Managing Lease & SubLeasing of Properties
- 4 Managing Rental Brokerage
- 5 Managing Sales Brokerage

Other Integrated Modules

- 6 Financial Accounting
- 7 CRM(Leads & Complaints Mgt.)
- 8 Material Purchase & Inventory Mgt.
- 9 Fixed Assets Management
- 10 Payroll

Business Activities

Following is the brief explanation of each business activity

Managing (Renting) Own Properties

This is the type of business in which Real Estate Company manages their own properties. Company will prepare inventory of all the properties. Company will find Tenants and Rents the properties to them through Tenancy Contract. Properties will have statuses called vacant or occupied. Later contracts can be renewed, closed or terminated. Landlord will collect cheques or cash against Rental Installments, Security Deposit, Parking, Commission, Govt. fees etc on their company name. Here all the rent and other charges are considered as the income. Company also tracks the maintenance expenses of the properties & overheads. The difference is the Net Profit of the Company.

Managing (Renting) Other's Properties

This is the type of business in which Real Estate Company will manage other Landlord's Properties. Rental cheques will be taken on Landlord's name as a common practice. Some times cheques will be taken on property mgt company name & later company will make a payment to Landlord. Here the Management fee only will be considered as income from landlord but not the rent. Other fees like commission from tenant, Cheque bounce charges, fines, early cancellation charges, renewal charges etc are also considered as the income of the property mgt company. The property maintenance expenses will be charged to the landlord. It will not be the part of company expenses. Other activities are same like above. Here property management company will act like a dummy landlord by managing on behalf of Landlords.

Managing (Renting) Leased & Sub Leased Properties

This is the type of Business in which Real Estate Company will take the properties/buildings on lease for certain period on their name first from Landlords (Property Owners) and then sub-lease the units to Tenants as if they are the Landlords of these properties. Company will pay to the Landlord as per the installments agreed in Landlord's Tenancy Contract. Rent and other charges will be collected on the company name itself (Not on Original Landlord's Name) from Tenants as agreed in the Tenant's Tenancy Contract. Here the total rent collected from Tenants also will be considered as the income of the company. Rent paid to the Landlord will be considered as expenses along with other maintenance expenses and overheads. Other activities same as above

Managing Rental Brokerage

This is the type of business in which Real Estate Broker Company will act as a broker in between Property Owner (Landlord) and Tenant. Broker will prepare inventory of all available properties for rent by collecting information from different Landlords, Property Owners and from other Brokers. Broker will find the Tenant and will make the deal with Landlord. Broker will get income as commission from one or both of these parties. Commission will be shared between company & sales staff.

Managing Sales Brokerage

This is the type of Business in which Real Estate Broker Company will act as a Broker in between Property Seller and Buyer. Broker will prepare inventory of all available properties for sale by collecting information from different property Owners, Developers and from other Brokers. Broker will find the customer and will make the deal with property seller. Broker will get income as commission from one or both of these parties. Commission will be shared between company and sales staff.

KEY FEATURES

- 1 **Multi Company, Multi Division (Business Activity), Graphic Reporting**
- 2 **Multi Project, Multi Building, Multi Unit (Property), Multi Currency**
- 3 **Integrated Financial Accounting** with Property Inventory, CRM, Renting, Operations, Complaints Management, Property Maintenance & Project Costing
- 4 **Company wise, Division wise Final Accounts (TB, P&L and BS)**
- 5 Option to generate consolidated **Final Accounts** in any combination of selected **Companies and Divisions**
- 6 **Statement of any account** in the chart of accounts can be filtered by Company, by Division, by Project, by Building, by Unit and by Tenancy Contract Reference.
- 7 **Powerful Auto Accounting Software** having power to create auto chart of accounts, passing various auto journal entries required while making new, renewal, closing and termination of Tenancy Contracts. Same auto journal entries concept in various other key modules too.

KEY FEATURES

- 8 Multilevel Cost and Profit Centres
- 9 Multilevel User Access Permissions (View, New, Edit, Post & Print)
- 10 Email and SMS Alerts
- 11 Easy Financial Year Closing
- 12 Free Software training will be given at your office
- 13 Free One Year Support
- 14 Further Customizable as per your Business needs

Project Cost Tracking

- ✓ Software helps in **tracking** the ongoing **Project Cost** by capturing all project invoices of Master Developer land cost, Consultants, Suppliers, Contractors, Subcontractors, Service providers, Govt. fees etc.
- ✓ All these invoices will make automatic accounting entries, which books various types of payables and work in progress (WIP).
- ✓ After construction finish it will be transferred to your fixed assets under Land & Buildings category. It keeps track of retention payables and advance deductions of each Project / Building. Also deals with the payments to various parties against their invoices and generates their statement of accounts and aging analysis.



Property Inventory

Add Many Projects



Add Many Buildings



Add Many Units

In each Project you can add many buildings. In each building you can add many Units (Properties). You can attach many images and documents to these Projects, Buildings and Units.

Each unit will have its actual code number and alias code number. Units will have status of 'Available for Rent' or 'Not Available for Rent'. These two main statuses will have further sub statuses. These statuses will change automatically by various actions we do in the software forms with these properties.



Units Master will allow you to add 'n' number of Units with all its various details. Easy search with various filters. Key details like Commercial or Residential, Number of Bed Rooms & Bath Rooms, Views, Facilities, Description, Area in Sqft, Rate Per Sqft, Expected, Minimum & Renewal Rent etc.

Operations

(For Renting Own, Other's and Sub Leased Properties)

This part of the software will take care of the following Operations.



Initialization of Tenancy Contracts
(For Auto Opening Balances)



Make New & Renewal
of Tenancy Contracts



Closing or Early Termination
of Tenancy Contracts



Landlord Contract Mgt.
For Other's Properties



PDC Management



Email & SMS Alerts/Notices
For Bounce Cheques &
Contract Renewals



Complaints &
Maintenance Mgt.



Contractor's AMC
Management

Tenancy Contract (TC) Management

New Contract:

This key form is designed in such a way that just by filling the form and saving, Financial Accounting will be done automatically. You can take Printout of Tenancy Contract, Various Receipts (Rent, Security Deposit, Parking, Commission etc). Also it will create required chart of accounts & passes the accounting entries by itself. It will hit till the balance sheet. This form is designed to fill in easy automatic manner. Also you can attach images and documents related to this Tenancy Contracts. Formats of Tenancy Contract, its Terms & Conditions and Receipts are customizable as required.

Renewal of Contract :

Just load the running contract with easy search and click on renew button, just you need to enter new rent, new receipt details, save and print renewed Tenancy Contract and Receipts.

Closing and Termination of Contract :

You need to choose close option if any tenant does not want to renew the contract and wants to vacate the unit. You need to choose the termination option if tenants wants to early (before completing the contract period) vacate the unit. Option to add termination fee, damage fine etc. Based on the date of cancellation system will automatically calculates the refund amount with adjustments. System is powerful enough to pass necessary closing accounting entries automatically. It will generate the final settlement letter to share with tenant.

Key MIS Reports

- ✓ All properties Vacant and Occupied Status Report with various filters
- ✓ Prospect & Closed Leads Analysis Reports with various filters
- ✓ Sales People Performance and their Commissions Analysis Report
- ✓ Rent Installments Post Dated Cheques (PDC) Due Date Status Report
- ✓ Collection Summary Report Building wise
- ✓ Unit Rental History report
- ✓ Building wise Income, Expenses & Profitability Report (Summary & Detailed)
- ✓ Unit wise Income, Expenses & Profitability Report(Summary & Detailed)
- ✓ Complaint Status Analysis
- ✓ Project costing report and Contractors Outstanding report
- ✓ Landlord Report for Other's Property Management under various headings which Landlord wants to know on regular basis.
- ✓ Loss of Rent Report due to Unit Vacancy for some periods.

Key MIS Graphs

- Property Vacant & Occupied - Pie
- Statuses wise Leads Pipeline - Funnel
- Sales Executive wise Leads Pipeline – Pie
- Building wise Income & Expenses - Curve Lines
- Building wise Different Expenses Comparison - Bar Chart



Tabular Form MIS Dashboard

- Building Wise Occupancy (Total Units, Occupied, Vacant & % of Occupancy)
- Building Wise Income, Expenses, Gross Profit(GP) & GP %
- Building Wise Month Wise Number of Tenancy Contract (New, Renewed & Cancelled)
- Building wise Bounced & Replaced Cheques (Number of Cheques, Total Value, Partially Received & Balance)
- Building Wise Number of Complaints (Total, Resolved and Pending)

- Building Wise Pending Renewals
- Tenants Documents Expiry Alert
- Cheques under Police Case
- Today's Cash and Bank Balances
- Today's Cash and Cheques Collected
- Cheques on Hold Due to Tenant Request
- Today's Cash Given Out & Given Cheque Out

Summary Result

Detailed Result

Contacts & Companies (Address Book)

Contacts :

You can add all individuals information with whom your company is dealing. There is option to categorize (Grouping) your contacts like Tenants, Suppliers, Employees etc. Also you can attach images and documents related to these contacts. Later you can view & print them. System can create automatically a financial account(a Ledger) in chart of accounts.

Companies :

Similar to above you can create list of Companies with whom you are dealing with.

The screenshot displays two overlapping windows from the software. The 'Company' window is in the foreground, showing a form with various fields for company information. The 'Contacts' window is partially visible behind it, showing a list of contact details.

Company Form Fields:

- Prefix (dropdown)
- Company Name
- Phone
- Email Id
- Website
- Fax
- P.O. Box
- Country (dropdown)
- City (dropdown)
- Company Grade (dropdown)
- Licence Type (dropdown)
- Trade Licence No.
- Trade Licence Expiry Date (dropdown)
- Other Main Contacts (table with columns: Contact Name, Designation, Mobile, Email)
- Remarks
- Active Status (dropdown)
- System Code
- User Code
- Created By
- Currency (dropdown)
- Category (dropdown)
- SubCategory (dropdown)
- Main Contact Person (dropdown)
- Got to know as through (dropdown)
- Address

Contacts Form Fields:

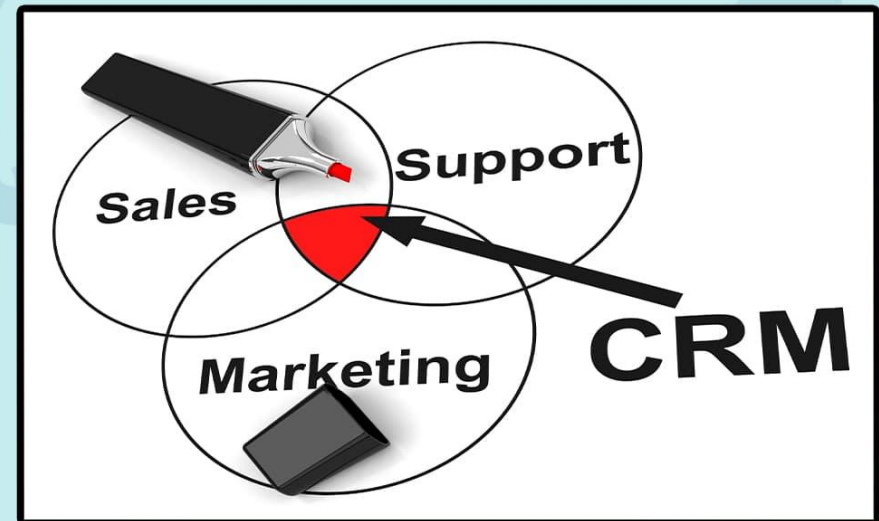
- Prefix (dropdown)
- First Name
- Middle Name
- Last Name
- Nationality (dropdown)
- Passport No.
- Passport Issue Date (dropdown)
- Passport Expiry Date (dropdown)
- UAE ID
- UAE ID Expiry Date (dropdown)
- Visa No.
- Mobile
- Office Number (Ext.)
- Home Number
- Email Id
- Website
- Fax
- P.O. Box
- Physical Address



Customer Relationship Management - CRM

Lead Management & Marketing:

This part of the **CRM** will act like a vital nerve center to manage Tenants (Existing and New prospect Contacts / Companies), Enquiries (Leads/Prospects), Enquiries Distribution to sales agents, its status updates, To Do List (Follow-ups and Task Reminders), Quotations and Tenancy Contracts, Properties Listing Management. Prospects and Rental Analysis reports (Data and Graphical).



Complaints Management (Support):

This part of the **CRM** will act like a Customer Help Desk to manage Tenants various complaints (of different categories) by capturing them and distributing them to various Customer Support Executives in order to resolve them by coordinating with both Tenants and various departments of the company. Complaints Status Updates & its Analysis Reporting.

Operations

For Rental and Sales Brokerage Activity



Property Inventory
Listing Management



Rental Deal
Agreement



Sales Deal
Agreement



Company & Sales Agents
Commission Management



Commission Invoice
To Seller



Commission Invoice
To Buyer



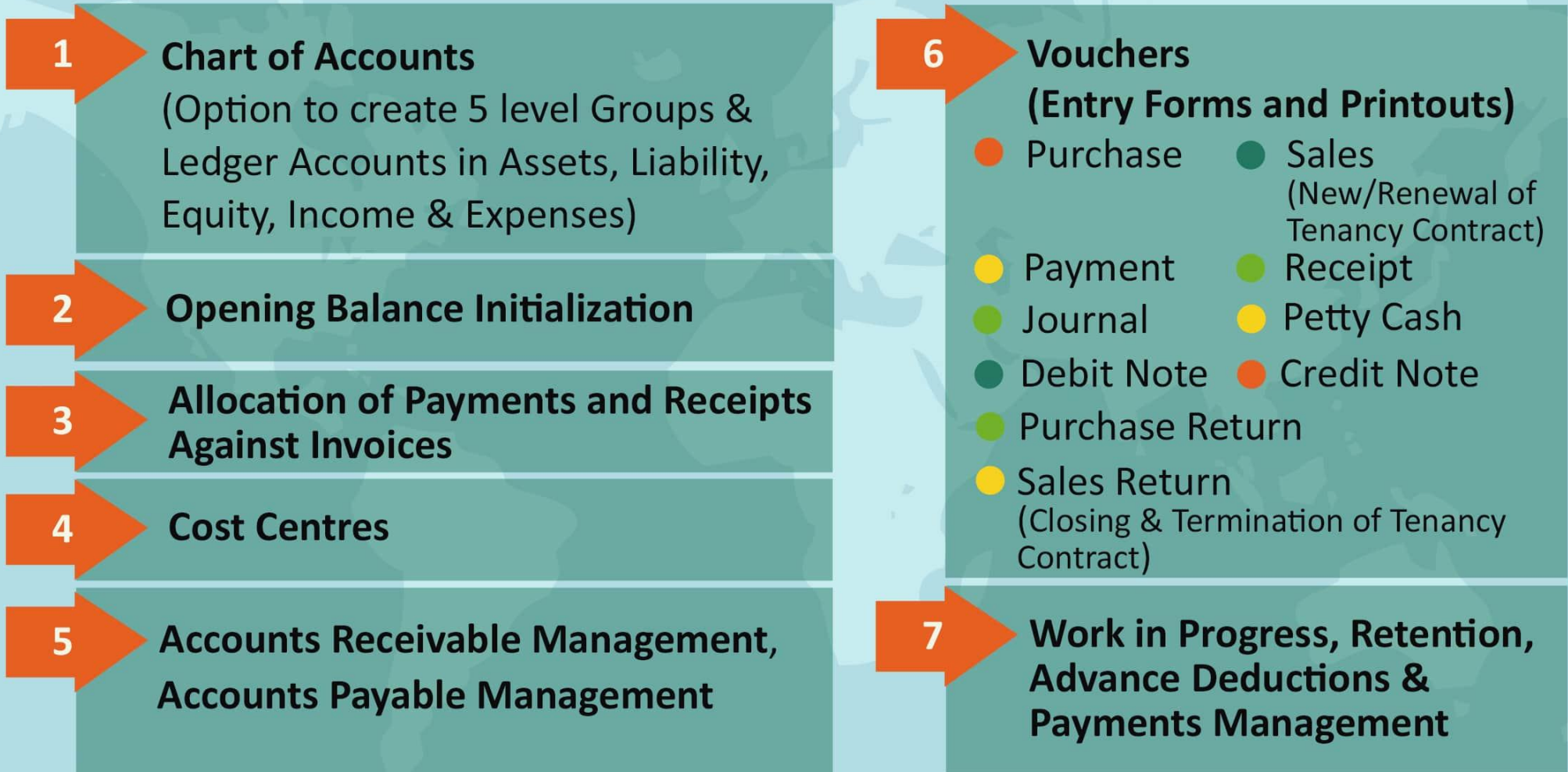
Commission Invoice
To Landlord



Commission Invoice
To Tenant

Financial Accounts (1/2)

It is fully integrated with Project Costing, CRM and Operations



Financial Accounts (2/2)

It is fully integrated with Project Costing, CRM and Operations.

- 08** Statement of Accounts
- 09** Outstanding Statement of Accounts with Aging
- 10** Bank Reconciliation Statement
- 11** Pre-Payments Management
- 12** Budgeting and Variance Analysis
- 13** Monthly Rent Revenue Booking for Own Properties. Management Fee & Landlord Payables booking for Other's Properties.
- 14** Financial Year Closing
- 15** **PDC (Received and Issued) Management**
(Auto accounting Entries for Cheque Receipt, Deposit, Bounce, Re-Submit, Collection of Cash or new Cheque against Bounced and Replacement PDC)
- 16** **Fixed Assets Management**
(Assets listing, Monthly Auto Depreciation Accounting Entry & Reporting)
- 17** **Project Costing Invoices**
- 18** **Final Accounts**
(In any Selected Combination of Companies & Divisions)
 - o Trial Balance
 - o Balance Sheet
 - o Profit and Loss / Income Statement

Other Famous Software/Services of eBiz

Property Developer Management Software

- Integrated Project Costing
- Property Inventory
- CRM
- Operations and Financial Accounting

Quick Deals Property CRM (For Rental and Sales)

Analyst Contracting / Construction ERP Integrated Operations & Accounting

Cloud Books 4U - Financial Accounting

Premium Insurance Brokers ERP (General, Motor, Medical, Life & Accounting Mgt.)

Analyst Telemarketing CRM

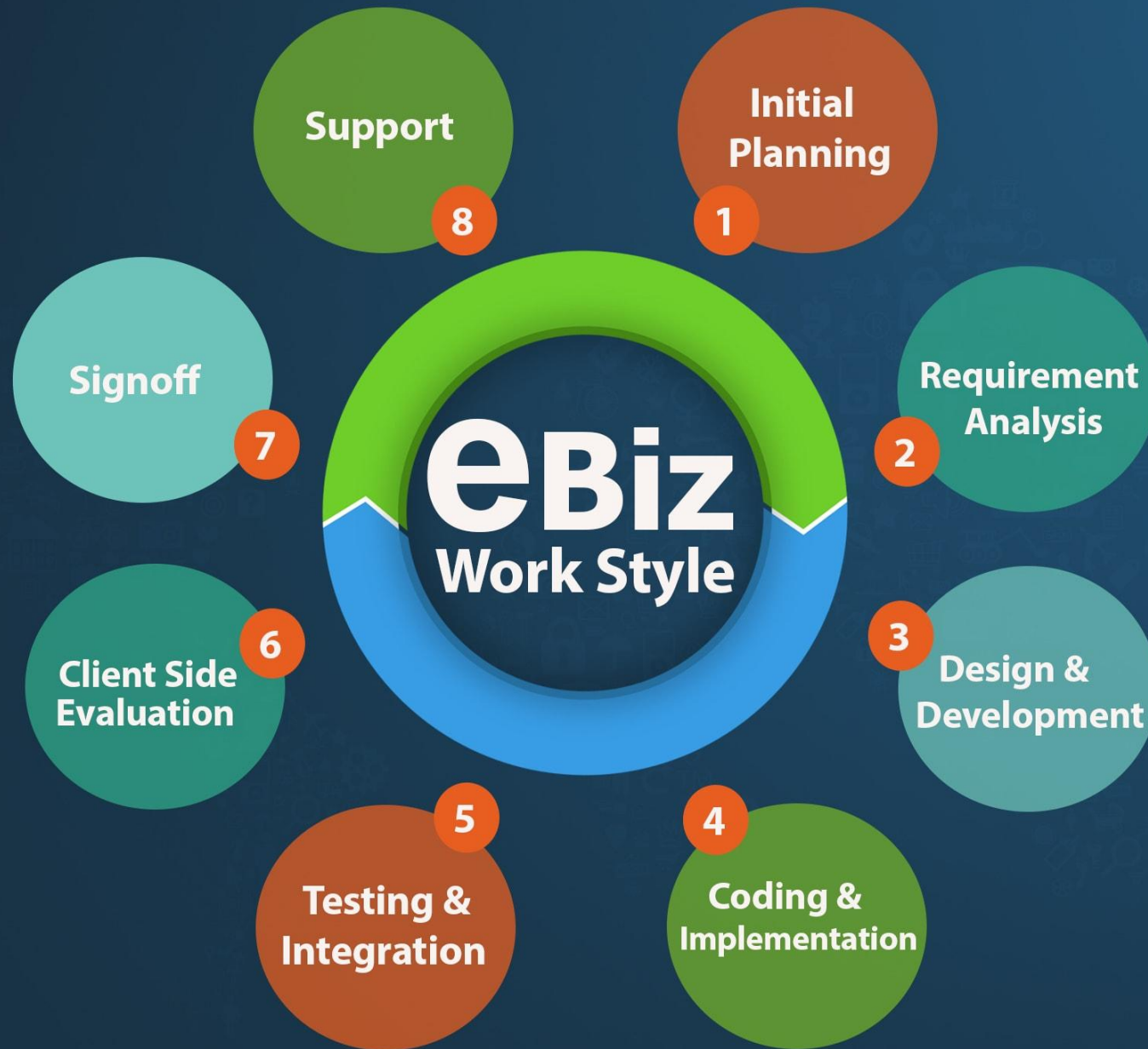
Analyst HR & Payroll

(Time Attendance, e-Reminder, HR, Payroll & WPS)

Analyst Fixed Assets Management Software

Cheque Printing Software

Supply and Installation of Servers, PCs, VPN, CCTV, Cloud Hosting, Web Design & Networking



eBiz[®]
Ultimate IT Solutions

e-Business Applications

P.O. BOX: 28899, Dubai, UAE.

Tel: +971 4 2676711, Fax: +971 4 2671793

Phone: +971-50-7852625 [Mr. YASEEN]


Email: sales@ebapplications.com

Web: www.ebapplications.com

 [linkedin.com/company/e--business-aplllications](https://www.linkedin.com/company/e--business-aplllications)

 [Facebook.com/ebusinessapplications](https://www.facebook.com/ebusinessapplications)

 [Twitter.com/appsebiz](https://twitter.com/appsebiz)

 [Youtube.com/watch?v=3QUPkiwNY4E](https://www.youtube.com/watch?v=3QUPkiwNY4E)