

COZY HOMES

Your one-stop property and tenant management service.



No need to deal with multiple parties for maintenance or repair works. No need to deal with building management or third-party vendors. No need to babysit your tenants. Ever!

We make everything easy, as everything is handled in a timely manner by us – small or big, simple or complicated, rental home matters or tenant concerns. Simply choose between our Basic Package for **RM399** or **RM599**, or our **Premium Package** for only 15% of your monthly rental.



Late rent? Leaking sink?
Unresponsive condo management?

No problem, we'll handle them for you.



Rental Home Manage is your property lister, negotiator, handyman and even your tenant babysitter!



Rent Collection Reminder

Too busy to remember when the monthly rent is due? Don't worry, we'll remind you on the day when it's time for your tenants to deposit their rent. However, with the Premium Package, we'll remind and collect on your behalf.



Tenant's First Point of Contact

Tenants have many requests! You just chill. We can offer solutions and address their concerns for an additional fee.



Tenant Move-Out Inspection

The end of a tenancy calls for a thorough unit inspection, and you won't need to lift a finger. We'll do it on your behalf before you return your tenant their security deposit back.



Maintenance & Repair Jobs

Problems will crop up. No worries, our in-house team will meet your tenant and resolve any issue.



Tenancy Renewal

The rental agreement is ending. But don't worry. We'll sit with the tenant and manage the renewal process.



Unit Listing, Advertising and Viewing

You've got a unit, for rent? Our network of partner property agents will help promote it. We'll also list it on our site, manage all inquiries, and take potential tenants for viewings.



Choose a package that's right for you.

BASIC PACKAGE

RM399

tenancy period up to 12 months only

RM599

tenancy period up to 24 months

PREMIUM PACKAGE

15%

 of rental,
paid on monthly basis.

WHAT WE DO	Non RHM	RM399/tenancy RM599/tenancy	15% p.m SERVICES
Advertising & viewing of unit	✓	✓	✓
Existing tenancy renewal / finding new tenants	✓ (subject to agent commission)	✓ (subject to agent commission)	✓ (subject to agent commission)
Monthly rental reminders to owner & tenant	—	✓	—
Monthly rental collection on behalf of owners	—	—	✓
Tenant's first point of contact	—	✓	✓
Tenant move-out inspection (Defect checking + inventory checking)	RM400	✓	✓
Monthly financial statement	—	—	✓
Coordination with management office	RM300 (per engagement) RM500	RM200 (per engagement) RM400	✓
Coordination with third-party vendor(s)	RM300 (per engagement)	RM200 (per engagement)	✓
Utilities / bill monitoring (electricity, water, sewerage)	RM350	RM250	✓
Bill payment (quit rent, maintenance fee, sinking fund, tax assessment on monthly basis)	RM350	RM250	✓

Note: Selected services are subject to 8% SST.

WHAT WE DO	Non RHM	RM399/tenancy RM599/tenancy	15% p.m SERVICES
Utility bill transfer of tariff from commercial to residential	RM350 (per engagement)	RM250 (per engagement)	✓
Change of ownership of TNB account	RM350 + cost incurred	RM250 + cost incurred	✓ + cost incurred
Emergency site visit	RM350 (per engagement)	RM250 (per engagement)	✓
Mail collection (quarterly basis)	RM500	RM400	✓
Renewal / cancellation of fire insurance	RM350 (per engagement)	RM250 (per engagement)	✓
Maintenance inspection at site (issues like plumbing, wiring, electrical appliances etc.)	from RM250 (per engagement)	from RM150 (per engagement)	✓ + repair cost
Unit inspection	RM300 (per engagement)	RM200 (per engagement)	✓ + repair cost
Eviction / Site visit (process following CozyHomes standard operating procedures with update & full report)	RM750 + cost incurred	RM600 + cost incurred	✓ + cost incurred
Restaging of unit (optional defect check, basic cleaning & minor repairs)	RM300 + cost incurred	RM200 + cost incurred	RM200 + cost incurred
Professional property photography	RM650	RM500	RM500
Inventory checking	RM300	RM200	✓
Defect checking	RM300	RM200	✓

Note: Selected services are subject to 8% SST.

Kindly note that commission fees apply for every successful rental by the CozyHomes team.



Notes:

- 1) For any inspection related jobs, there will be an additional charge of RM200 if the tenant move-out day falls on a weekend.
- 2) Weekend job requests are only intended for emergency cases (pipe burst, electricity trip etc.). Extra costs may be incurred and subject to availability.

Operational hours:

Mon-Fri, 10am-6pm

For further inquiries on Rental Home Manage,
contact **Jane +6016 959 9005**

