

## Additional Services

**NYIREC** is a full service real estate brokerage and property management firm. For over 15 years NYIREC has been assisting investors with the acquisition, disposition and management of residential, commercial and multi-family investment properties throughout New York State.

- ◆ Residential/Commercial Brokerage
- ◆ Real Estate Auction Services
- ◆ Search MLS From Our Web Site
- ◆ Tenant/Buyer Representation
- ◆ Corporate Site Searches
- ◆ Real Estate Investment Analysis
- ◆ Investment Consulting
- ◆ Property Marketing & Leasing
- ◆ Property Management

**We Buy Apartment Buildings  
Any Price, Size or Location.  
Cash Offers, Fast Closings.  
Call Today!  
(518) 478-9175  
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NEW YORK INTERNATIONAL  
REAL ESTATE CORP.

274 Delaware Avenue, Suite 2D  
Delmar, New York 12054

"RETURN SERVICE REQUESTED"

NYIREC PROPERTY MANAGEMENT SERVICES



PROPERTY MANAGEMENT  
SERVICES

*Free Property Management  
Evaluation. Call Today!*

**(518) 478-9175**

[www.nyirec.com](http://www.nyirec.com)

# NYIREC YOUR BEST INVESTMENT IN REAL ESTATE®

## Property Management

**NYIREC** provides professional real estate property management services to owners and investors of multi-family and commercial properties.

Our experience and knowledge provides our client's with strengths that other property management firms cannot claim; these include providing high quality management for established properties, reversing the trend for troubled properties, as well as increasing occupancy and decreasing delinquencies and expenses.

### Management Services Include:

- ◆ Management Take Over/Transition
- ◆ Acquisition/Disposition
- ◆ Investor Consulting
- ◆ Property Evaluations
- ◆ Rent Collection & Reporting
- ◆ Bookkeeping Services
- ◆ Marketing & Advertising
- ◆ Apartment Leasing
- ◆ Tenant Screening
- ◆ Tenant Evictions
- ◆ Lease Audits
- ◆ Apartment Turnovers
- ◆ 24 Hr. Maintenance

## Construction Services

**NYIREC** offers general contracting & 24 hr. maintenance services. We specialize in property maintenance and repairs, rehab renovations and tenant improvements. Our highly skilled and reliable maintenance staff provides 24 hour quick response emergency maintenance services at affordable rates.

### Contractor Services Include:

- ◆ Complete Gut & Rehab Services
- ◆ Painting Interior & Exterior
- ◆ Custom Carpentry
- ◆ Ceramic Tiles
- ◆ Carpet Installation
- ◆ Window Replacement
- ◆ General Maintenance
- ◆ Apartment Turnovers
- ◆ Clean Out Services
- ◆ Janitorial Services
- ◆ Plumbing & Heating
- ◆ Dry Wall Repair
- ◆ Electrical
- ◆ Vinyl Siding
- ◆ Floor Sanding
- ◆ Landscaping
- ◆ Snow Removal

## Leasing Services

### Residential Leasing Services

- ◆ Marketing Plans
- ◆ Advertising
- ◆ Vacant Apartment Showings
- ◆ Fast Lease Up Campaigns
- ◆ Tenant Screening
- ◆ Tenant Move-In Processing

### Commercial Leasing Services

- ◆ Determine Market Rates
- ◆ Aggressive Marketing Programs
- ◆ Negotiate and Prepare Leases
- ◆ New Tenant Prospecting
- ◆ Leasehold Improvements



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