

# HIGGINS & WELCH REAL ESTATE, INC.

More than 40 years of meeting the real estate needs of individuals, families, businesses, and organizations in the greater Philadelphia region.



## Property Management Services

The property management team at **Higgins & Welch Real Estate, Inc.** is dedicated to maintaining quality residences and living environments, and enhancing the value of real estate investments.

Our professionals consistently provide property owners with personalized, highly-responsive customer service; we ensure that proper attention is always delivered to our clients through a customized management plan.

### Management Scope of Services

**Resident Communications**

**Recurring Bill Payment**

**Record Keeping**

**Online Marketing Campaign**

**Tenant Screening and Selection**

**Annual Unit Inspections**

**Rent Collection**

**Late Notices/Evictions**

**Property Maintenance**

**24 Hour Emergency Service**

**Lease Preparation**

**Financial Reporting**

### Technology Solutions

**Propertyware™**- Web-based portal which allows communication of management company, property owners and residents all on one interface.

- Accessible on the Internet from any PC
- Online communication tools let users post messages, send/receive e-mails, submit & track work orders, access account information and more.
- Single database contains homeowner and property information, leases, invoices and other important files
- Easy to set-up, navigate & *stay connected*

---

*Higgins & Welch Real Estate proudly supports our customers with complete, results-focused expertise.*

*Our array of management services strives to provide housing that truly satisfies and helps to keep your community healthy and safe.*

*Enjoy additional value for property owners through affiliation with our Sales, Appraising and Consulting Divisions.*

*We welcome the opportunity to help you achieve success with your real estate needs.*

**Higgins & Welch Real Estate, Inc**

Property Management

709 Bethlehem Pike

Erdenheim, PA 19038

Ph. (215)247-5000 Ext. 119

Fax. (215) 247-5001

[Propertymanager@welchgroup.net](mailto:Propertymanager@welchgroup.net)

[www.welchgroup.net](http://www.welchgroup.net)

---



[www.welchgroup.net](http://www.welchgroup.net)

