



Payments



Properties



Tenants



Applications



Reports



Reconciliation



Concierge

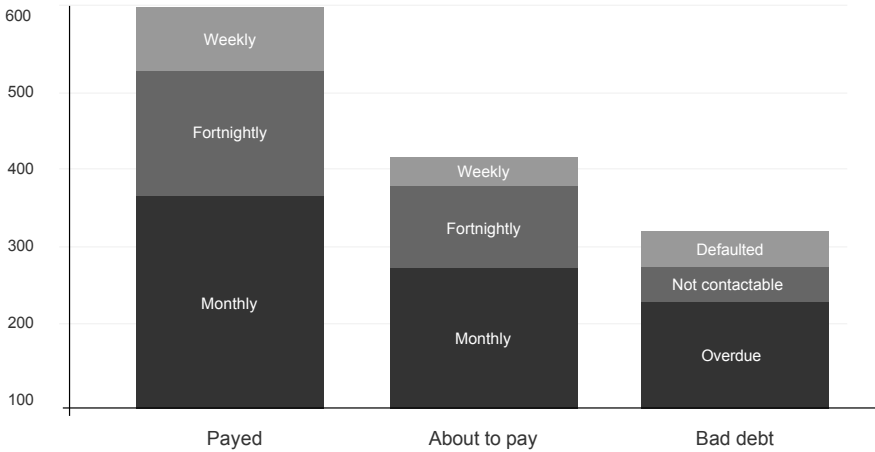


Administration

Scope

Branch 1

Bars | Pie | Table



Overdue Tenants

- Michael Robinson [Send Alert](#)
- John Boo [Send Alert](#)
- Alexander Robson [Send Alert](#)
- [View all](#)

New Applications

- [Application 1 +](#) [Answer](#)
- [Application 2 +](#) [Answer](#)
- [Application 3 +](#) [Answer](#)
- [View all](#)

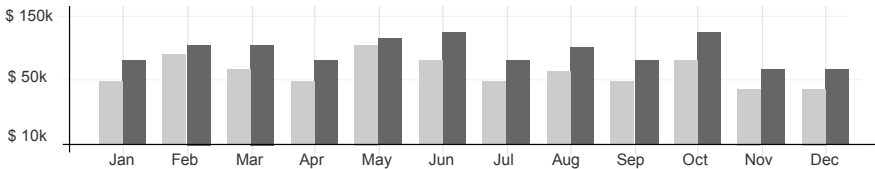
- Name Top agent
- Name Top renter

Payment comparison last year

2014

2015

Bars | Pie | Table



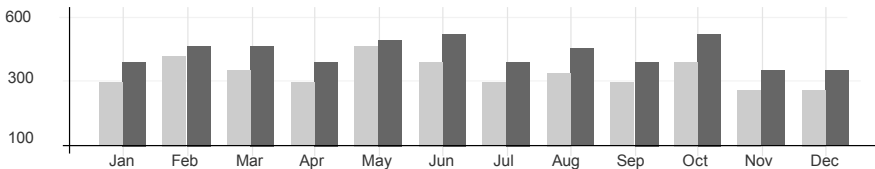
Ad

Properties

No Rented

Rented

Bars | Pie | Table



Ad



User Name



Payments



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Administration

## Messages

Search

Compose message

### RealtyID properties

Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

9:28 am 16/01/2016

### RealtyID properties

Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

9:28 am 16/01/2016

### RealtyID properties

Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

9:28 am 16/01/2016

### RealtyID properties

Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

9:28 am 16/01/2016

### RealtyID properties

Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

9:28 am 16/01/2016

## Contacts

John Doe

0478465375

Michael R

0478465375

Jose M

0478465375

Peter P

0478465375

John Doe

0478465375



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## Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Aenean euismod bibendum laoreet. Proin gravida dolor sit amet lacus accumsan et viverra justo commodo. Proin sodales pulvinar tempor. Cum sociis natoque penatibus et magnis dis parturient montes, nascetur ridiculus mus. Nam fermentum, nulla luctus pharetra vulputate, felis tellus mollis orci, sed rhoncus sapien nunc eget odio.

### Reply

Use a template Answer

Subject Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124 Type Invoice

Message

**Sans Serif** |

Add attachment

Send

### Messages

- 
- 9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124
- 9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124
- 9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124
- 9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124
- 9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192 Toorak Rd. Camberwell Victoria 3124



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### New message

Use a template

To

Subject

Type

Message

Sans Serif | Bold | Italic | Underline | Text color | Background color | Bulleted list | Numbered list | Indent list | Decrease indent | Increase indent | Quote | Link

Add attachment

### Messages

9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192  
Toorak Rd. Camberwell Victoria  
3124

9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192  
Toorak Rd. Camberwell Victoria  
3124

9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192  
Toorak Rd. Camberwell Victoria  
3124

9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192  
Toorak Rd. Camberwell Victoria  
3124

9:28 am 16/01/2016  
**RealtyID properties**  
Tenancy invoice for 1192  
Toorak Rd. Camberwell Victoria  
3124



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## Branches

ID	Address	Manager
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe 
000000000	 1192 Toorak Rd, Camberwell VIC 3124	Michael Robinson 
000000000	 1192 Toorak Rd, Camberwell VIC 3124	Alexander Robson 
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe 
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe 



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### Rent Payments

Type  Search  Trust

Date	Address	Amount	Tenants	Type	Receipt #
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	John Doe		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Michael Robinson		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Alexander Robson		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	3		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	John Doe		123456789

Create EFT file

Create Bpay file

See more

### Services Payments

Type  Search  Trust

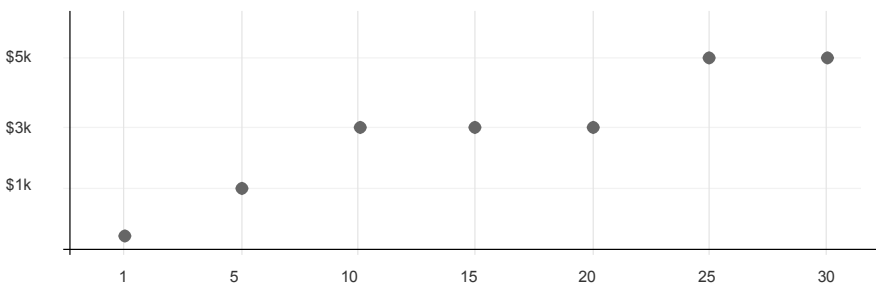
Date	Address	Amount	Service	Type	Receipt #
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Water		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Water		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Water		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Water		123456789
01/01/16	1192 Toorak Rd, Camberwell VIC 3124	\$500	Water		123456789

See more

### Payment January 2016

Last month

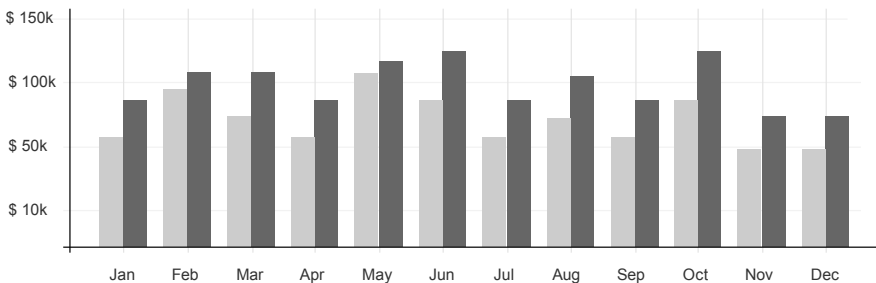
Dots | Bars | Table



### Payment comparison last year

2014 2015

Bars | Pie | Table



### Trust Accounts

Name: Trust 1  
 Period start: 23/01/2016  
 Unknown funds: \$1,000.00  
 Funds to be banked \$180.00  
 Uncleared receipts \$180.00

Clear receipts

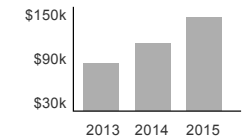
Name: Trust 2  
 Period start: 23/01/2016  
 Unknown funds: \$1,000.00  
 Funds to be banked \$180.00  
 Uncleared receipts \$180.00

Clear receipts

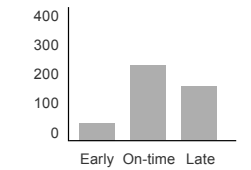
Name: Trust 3  
 Period start: 23/01/2016  
 Unknown funds: \$1,000.00  
 Funds to be banked \$180.00  
 Uncleared receipts \$180.00

Clear receipts

### Payments by years



### Payments on-time?



## Rented properties

[New Property](#)

Search  Filter for   Show

Property ID	Rented till	Tenants	Payment Method	Amount	Documents	Export
000000000	01/01/2017	John Doe	Pending	\$1450 pm	T&C Contract	
000000000	01/01/2017	Michael Robinson		\$1452 pm	T&C Contract	
000000000	01/01/2017	Alexander Robson		\$125 pw	T&C Contract	
000000000	01/01/2017	3 tenants		\$1450 pm	T&C Contract	
000000000	01/01/2017	2 tenants		\$145 pw	T&C Contract	

< >

## Not rented properties

Search  Filter for   Show

Property ID	Last rent	Property manager	Address	Last tenant	Amount	Documents	Export
000000000	01/01/2013	Steve	1192 Toorak Rd, Camberwell VIC 3124	John Doe	\$1450 pm	Contract	
000000000	01/01/2013	Bob	1192 Toorak Rd, Camberwell VIC 3124	Michael Robinson	\$1452 pm	Contract	
000000000	01/01/2013	Nicolas	1192 Toorak Rd, Camberwell VIC 3124	Alexander Robson	\$125 pw	Contract	
000000000	01/01/2013	Steve	1192 Toorak Rd, Camberwell VIC 3124	John Doe	\$1450 pm	Contract	
000000000	01/01/2013	Bob	1192 Toorak Rd, Camberwell VIC 3124	2 tenants	\$145 pw	Contract	

< >



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## Property Details

Address

Suburb

State

Postcode

Type of Property

No of Bedrooms

People

Parking

Pets  Yes  No

Preferred Commencement Date

Preferred Length of Lease

Weekly Rent

Monthly Rent



## Owner Details

Name

Lastname

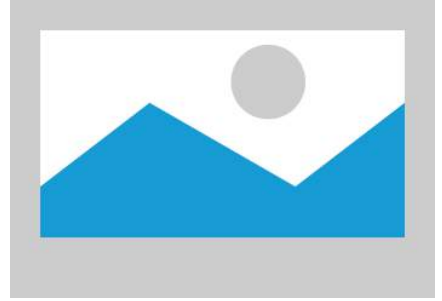
Email

Mobile number



## Property Details

Address: 1192 Toorak Rd.  
 Suburb: Camberwell  
 State: VIC  
 Postcode: 3124  
 Type of Property: House  
 No of Bedrooms:  1  2  3  4  5+  
 Commencement Date: 01-01-2016      Monthly Rent: \$ 1400,00  
 Weekly Rent: \$ 350,00      Bond: \$ 1400,00



## Services connected

Energy provider: Energy Australia  
 NMI: 123456876  
 Gas provider: Origin Energy  
 MIRN: 123456876  
 Water provider: Yarra Water  
 Meter Number: 123456876

Internet provider: Telstra  
 FNN: 123456876  
 Pay TV provider: Foxtel  
 Account Number: 123456876

## Tenants

N	Name	Amount	Action
1	John Doe	\$1450 pm	
2	Michael Robinson	\$1450 pm	

[New Tenant](#)

## Property maintenance

N	Detail	Date	Action date	Status	Action
1	Reparation of roof	10 - 01 - 2016	10 - 01 - 2016	In process	Answer Inform Owner
2	Replace floating floor	10 - 12 - 2015	10 - 12 - 2015	Declined	Answer Inform Owner
3	Change out HVAC filters	08 - 11 - 2015	08 - 11 - 2015	Done	Answer Inform Owner
4	Repair smoke/carbon dioxide detectors	10 - 10 - 2015	10 - 10 - 2015	Done	Answer Inform Owner
5	Get an air conditioning system	10 - 10 - 2015	10 - 10 - 2015	In process	Answer Inform Owner

[Save](#)

### Overdue tenants

Search  Filter for   Show

Property ID	Tenant Name	Address	Overdue Amount	Payment Method	Actions
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	\$899,00 AUD		<a href="#">Send Alert</a>
000000000	Michael Robinson	1192 Toorak Rd, Camberwell VIC 3124	\$899,00 AUD		<a href="#">Send Alert</a>
000000000	Alexander Robson	1192 Toorak Rd, Camberwell VIC 3124	\$899,00 AUD		<a href="#">Send Alert</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	\$899,00 AUD		<a href="#">Send Alert</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	\$899,00 AUD		<a href="#">Send Alert</a>



### Tenants

[New Tenant](#)

Search  Filter for   Show

Property ID	Tenant Name	Address	Payment Method	Actions
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124		<a href="#">Message</a>
000000000	Michael Robinson	1192 Toorak Rd, Camberwell VIC 3124		<a href="#">Message</a>
000000000	Alexander Robson	1192 Toorak Rd, Camberwell VIC 3124		<a href="#">Message</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124		<a href="#">Message</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124		<a href="#">Message</a>





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## Applications

Search

Show

Property ID	Address	Applicant	Identification	Details	Status	Actions
000000000	1192 Toorak Rd, Camberwell VIC 3124	John Doe			Pending	
000000000	1192 Toorak Rd, Camberwell VIC 3124	Michael Robinson			Declined	
000000000	1192 Toorak Rd, Camberwell VIC 3124	Alexander Robson			Accepted	
000000000	1192 Toorak Rd, Camberwell VIC 3124	John Doe			Confirmed	
000000000	1192 Toorak Rd, Camberwell VIC 3124	John Doe			Cancelled	



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## Reports

### Create your own report

Type Payments

---

City Please select...

Postcode

From (date)

To (date)

Email me this report

Today

[Preview my report](#)

### Download predefined reports

Report ID	Type	Name	Actions				
000000000	A	Payments last year				Consul	Rest
000000000	B	Payments last 6 month				Consul	Rest
000000000	C	Properties last year				Consul	Rest
000000000	D	Properties last 6 month				Consul	Rest
000000000	E	Tenants last year				Consul	Rest

## Reconciliation

Search  Filter for  Show

Date	Prop ID	Address	Type	Due Amount	Amount paid	Balance	Actions
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$1500	\$500	-\$1000	<a href="#">Send Alert</a>
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$500	\$500	\$0	
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$1400	\$1500	+\$100	<a href="#">Notify</a>
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$500	\$500	\$0	
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$1500	\$500	-\$1000	<a href="#">Send Alert</a>
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$500	\$500	\$0	
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$1500	\$500	-\$1000	<a href="#">Send Alert</a>
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$500	\$500	\$0	
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$1400	\$1500	+\$100	<a href="#">Notify</a>
01/01/16	123123123	1192 Toorak Rd, Camberwell VIC 3124		\$500	\$500	\$0	
<b>Total</b>				<b>\$10,300.00</b>	<b>\$7500.00</b>	<b>-\$2800.00</b>	



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## Concierge

Search    Show

Property ID	Tenant Name	Address	Services connected	Commissions	Actions
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	Energy, Gas, Water, Internet, Pay TV	50 points	
000000000	Michael Robinson	1192 Toorak Rd, Camberwell VIC 3124	Energy, Gas	20 points	<a href="#">Offer</a>
000000000	Alexander Robson	1192 Toorak Rd, Camberwell VIC 3124	-	0 points	<a href="#">Offer</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	-	0 points	<a href="#">Offer</a>
000000000	John Doe	1192 Toorak Rd, Camberwell VIC 3124	Energy, Gas, Water, Internet, Pay TV	50 points	
<b>Total</b>				<b>120 points</b>	<a href="#">Redeem</a>



EN

User Name



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Administration

## Trust details

Trust account

Please select...

Account holder name

BSB number

Account number

Financial institution

Save

## Trust Accounts

Name:	<b>Trust 1</b>
Period start:	<b>23/01/2016</b>
Unknown funds:	<b>\$1,000.00</b>
Funds to be banked	<b>\$180.00</b>
Uncleared receipts	<b>\$180.00</b>

Clear receipts



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## Properties

Search

Filter for

Show

Property ID	Address	Rented till	Tenant Name	Type	Amount	Property manager	Actions
000000000	1192 Toorak Rd, Camberwell VIC 3124	01/01/2017	John Doe		\$1450 pm	<input type="text" value="Steve"/>	
000000000	1192 Toorak Rd, Camberwell VIC 3124	01/01/2017	Michael Robinson		\$1452 pm	<input type="text" value="Bob"/>	
000000000	1192 Toorak Rd, Camberwell VIC 3124	01/01/2017	Alexander Robson		\$125 pw	<input type="text" value="Nicolas"/>	
000000000	1192 Toorak Rd, Camberwell VIC 3124	01/01/2017	John Doe		\$1450 pm	<input type="text" value="Jose"/>	
000000000	1192 Toorak Rd, Camberwell VIC 3124	01/01/2017	John Doe		\$145 pw	<input type="text" value="Steve"/>	

Upload properties

New Property





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## Staff

Search

ID	Agent Name	Email		Properties		Actions
000000000	John Doe	john.doe@email.com	+	12		
000000000	Michael Robinson	michael.robison@email.com	+	122		
000000000	Alexander Robson	alexander.robson@email.com	+	23		
000000000	John Doe	john.doe@email.com	+	34		
000000000	John Doe	john.doe@email.com	+	54		

New agent



EN

User Name ▼



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## Owners

Search

Show  ▼

Property ID	Address	Name	Email	Phone	Actions
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe	jhondoe@mail.com	0478685434	  
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe	jhondoe@mail.com	0478685434	  
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe	jhondoe@mail.com	0478685434	  
000000000	 1192 Toorak Rd, Camberwell VIC 3124	John Doe	jhondoe@mail.com	0478685434	  



# Profile

User	<input type="text" value="jhondoe@mail.com"/>	Password	<input type="password" value="....."/> <a href="#">Change</a>
Title	<input type="text" value="Mr"/>	Picture	<input type="text" value="Picture1.jpg"/> <a href="#">Change</a>
First Name	<input type="text" value="John"/>	Mobile Phone	<input type="text" value="0478685434"/>
Middle Name	<input type="text" value="Robert"/>	Home/Work Phone	<input type="text" value="(optional)"/>
Last Name	<input type="text" value="Doe"/>	Do you have a preferred time to be called?	<input type="text" value="Morning"/>
Marital Status	<input type="text" value="Married"/>	Date of Birth	<input type="text" value="13-05-2020"/>
Identification Type	<input type="text" value="Passport"/>	Gender	<input type="radio" value="Male"/> <input type="radio" value="Female"/>
ID Number	<input type="text" value="123456789"/>		
Country of Issue	<input type="text" value="Australia"/>		
Expiry date	<input type="text" value="13-05-2020"/>		

[Save](#)

# Services connected

Energy provider	<input type="text" value="Energy Australia"/>	Internet provider	<input type="text" value="Telstra"/>
NMI	<input type="text" value="123456876"/>	FNN	<input type="text" value="123456876"/>
Gas provider	<input type="text" value="Origin Energy"/>	Pay TV provider	<input type="text" value="Foxtel"/>
MIRN	<input type="text" value="123456876"/>	Account Number	<input type="text" value="123456876"/>
Water provider	<input type="text" value="Yarra Water"/>		
Meter Number	<input type="text" value="123456876"/>		

[Save](#)



EN

User Name



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## Payments

Select the type of payment that you accept



Bank, building society, credit union



Allocated EFT



Credit card



Cheque



Bpay



Phone



POSTbillpay

Determine fees

Late fee

Charged after

No payment fee

Charged after

Maintenance fee

Save



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## Notifications

Trust details changed

SMS

Email

Call

Late payments exceed

SMS

Email

Call

Tenant living the property

SMS

Email

Call

New contract request finishing lease

SMS

Email

Call

New property added

SMS

Email

Call

Overdue payments

SMS

Email

Call

Save



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## Email notifications

ID	Subject	Type	Actions
000000000	Response to your request	Answer	
000000000	Request of update information	Request	
000000000	Application Declined	Decline application	
000000000	Application accepted	Accept application	
000000000	Do you have yor services connected?	Offer - Scheduled Monthly	

New Email

### User details

User:

Password:  Change

ID:

Name:

Lastname:

DOB:

Phone:

Mobile:

Email Address:

Backup agent:

Property ID	Address	Tenant Name	Payment Method	Amount	Select
000000000	1192 Toorak Rd, Camberwell VIC 3124	John Doe	BANK	\$1450 pm	<input type="checkbox"/>
000000000	1192 Toorak Rd, Camberwell VIC 3124	Michael Robinson	ATM	\$1452 pm	<input type="checkbox"/>
000000000	1192 Toorak Rd, Camberwell VIC 3124	Alexander Robson	BPAY	\$125 pw	<input type="checkbox"/>
000000000	1192 Toorak Rd, Camberwell VIC 3124	John Doe	POST billpay	\$1450 pm	<input type="checkbox"/>

Move selected properties to:  Move

Save