

OVERVIEW OF REAL ESTATE SERVICES

1. Transaction Services during Project Acquisition and/or Project Divestment

a) Pre-investment Services

- Definition of the subject of the investment according to the requirements of the investor
- Searching for the appropriate project
- Introduction of the project and its internal valuation

b) Investment Services

- Risk analysis (finance, tax, legal, business)
- SWOT Analysis
- Support and preparation of due diligence (finance, tax, business, legal, construction)
- Proposal of appropriate structure of financing
- Support relating to securing of financing (communication with banks)

2. Portfolio management

- Creation and filling up the real-estate fund (holding structure)
- Active administration of the project portfolio
- Optimization of the financing structure
- Definition of the future acquisitions/divestments of the portfolio
- Regular reporting for the investor

3. Elaboration of Economic Analyses

- Evaluation of the current project
- Creation of the expected cash-flow model and P&L accounts
- Risk analysis (finance, tax, legal, business)
- SWOT analysis
- Second opinion
- Intern valuation of the project

4. Asset Management and Property Management

- Securing of the property and facility management services (tender for the provider, effective management of these services)
- Letting (analysis and search for new tenants, renting of unoccupied premises, optimization of the structure of the tenants)
- Securing of financial controlling and accounting
- Communication with tenants and achieving of their satisfaction
- Financial and tax advisory regarding the real estate project
- Legal advisory regarding the real estate project
- Communication with the financing bank
- Regular reporting for the investor or for the portfolio manager

References and reference project can be provided on request
Language skills: Czech, German, English