



Properties

Manage your PG properties and rooms

+ Property

Search by name

City

All Status

All Status

Active

Inactive

Property	City	Number of Floors	Total Beds	Occupied	Manager	Action
Gullypg - Nagarbhavi	Bangalore	12	80	70	Ramesh	
Gullypg - Kengeri	Bangalore	4	60	55	Ravi	

Add New Property



Property Name

Placeholder

Address

Type here

City

Placeholder

State

Placeholder

Pincode

Placeholder

Contact Person

Placeholder

Contact Phone

Placeholder

Contact Email

Placeholder

Amenities and Food type

+ Food

+ Internet

+ Television

+ Washing Machine

+ Regfrigerator

+ AC

† Gym

+ Bike Parking

+ Car Parking

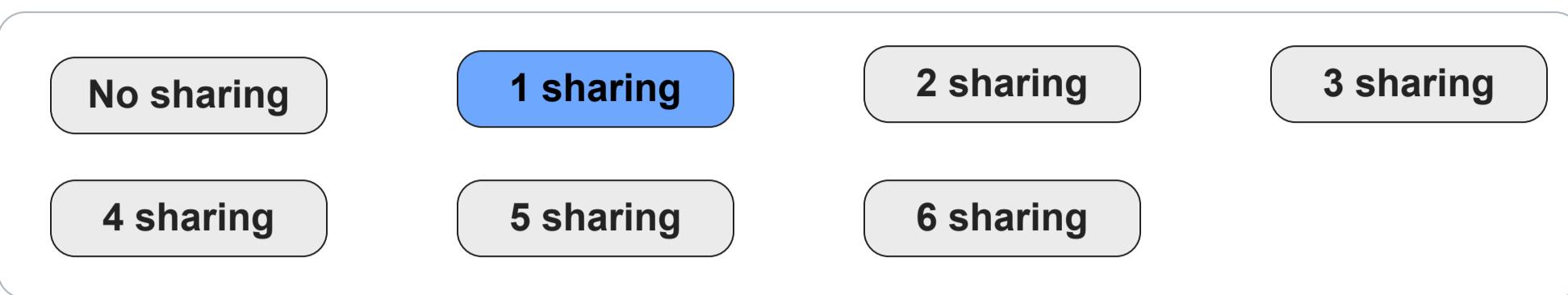
Meal Type

+ Veg

+ Non-Veg

Create Property

Bed Availability



● Available

● Occupied

● Notice

● Booked

Blocks

+ADD

Floors

Select a block

Rooms

Select a floor

Beds

Select a room

Blocks

+

A

B

C

D

E

F

Floors

+

G

1

2

3

4

5

Rooms

+

101

102

103

104

105

106

Beds

+

1

2

3

4

5

6



Tenants

Manage all your tenants

+ New Check-in

 Search by name, phone, or email...

- All Properties
- All Properties
- Gullypg - Nagarbhavi
- Gullypg - Kengeri

- All Status
- Active
- On Notice
- Vacated

Tenant	Email	Phone number	Property	Room/Beds	Rent	Date of Joining	Status	Action
Rahul	rahul@gmail.com	8746213459	Gullypg - Nagarbhavi	101/Bed 2	8000/Month	Nov 1, 2025	Active	
Yashwanth	yash@gmail.com	8791354962	Gullypg - Kengeri	102/Bed 1	5000/Month	Oct 15, 2025	On Notice	
Priya	priya@gmail.com	8746213459	Gullypg - Nagarbhavi	103/Bed 1	7000/Month	Nov 8, 2025	Active	

 Back to Tenants



Rahul

Active

 8975648962

 Rahul@gmail.com

 Gullypg - Nagarbhavi

 101-Bed 2

 Since Nov 1, 2025

Payments

Checkout

Monthly Rent

₹ 8,000

Security Deposit

₹ 16,000

Pending Dues

₹ 0

Total Paid

₹ 0

Personal Details

Date of Birth

May 15, 1998

Gender

Male

Company/College

abc

Permanent Address

12, MG Road, Delhi

Emergency Contact

Name

Rajesh

Phone

7896542358

Relation

Father

KYC Details

ID Type

Aadhar

ID Number

1234-5678-9012

Tenant Check-In

Allocate a bed/room to your tenant.

Mobile Number

+91

Get OTP

Enter OTP

Proceed



Tenant Check-In

1 Personal information

2 Documents

3 Check-in

Full Name

Placeholder

Phone number

+91

Placeholder

Email Address

Placeholder

Permanent Address

Type here

Gender

Select

Date of Birth

12/18/2025



Company/College name

Placeholder

Company/College Address

Type here

Emergency Contact

Name

Placeholder

Contact number

+91

Placeholder

Relation

Placeholder

Next



Tenant Check-In

1 Personal information

2 Documents

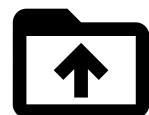
3 Check-in

ID Type

Select

ID Number

Placeholder



Upload your Address Proof



Upload your Address Photo

Back

Next



Tenant Check-In

1 Personal information

2 Documents

3 Check-in

Check-in Date

12/08/2025



Check-in Type

Select

Select bed

Rent Amount (base)

Rent Paid Today

Placeholder

Collect full billing period rent

Advance Amount

Placeholder

Advance Paid Today

Placeholder

Comments (optional)

Type here

Payment Summary

Rent (calculated)	0.00
Deposit (due)	0.00
Amount to be paid	0.00
Amount paid	0.00
Total due	0.00

Back

Check-in

New Booking



Name

Mobile Number

Email

Joining date

12/08/2025



Booking Amount

Amount

Comments

Add

Bookings

Take bookings and block beds for prospective tenants

[Refresh](#)[New Bookimg](#) Search

Booking date	Contact details	Joining date	Comments	Action
08-Dec-2025 Amount Paid: ₹1,000.00	abc 7892596917 abc@gmail.com	Dec 15 2025		Check in Edit Cancel
08-Dec-2025 Amount Paid: ₹1,000.00	pqr 9986465976 pqr@gmail.com	Dec 08, 2025		Check in Edit Cancel



Staff

Add/Delete/Manage Partners, Managers, Staff

[Add Staff](#)

Name	Email	Role	Action
John	john@gmail.com	Admin	Edit Change password
James	james@gmail.com	Manager	Edit Change password
Anusha	anusha@gmail.com	Super Admin	Edit Change password
Smith	smith@gmail.com	User	Edit Change password

Add Staff



Full Name

Placeholder

Email Address

Placeholder

Role

Select



Phone number

+91

Placeholder

Address

Type here

Add

Edit Staff



Full Name

Phone number

+91

Email Address

Address

Role

Update



Tenant Checkout & Notice Management

Manage tenant exits and notices

Raise Notice

Pending Checkouts



Search tenant by name or phone....

Tenant Name	Phone Number	PG Name	Room No	Status	Action Available
Arjun Mehta	9876543210	Gullypg - Nagarbhavi	B1-101-A	On Notice	—
Priya Sharma	9988776655	Gullypg - Nagarbhavi	B1-102-A	Active	Raise Notice
Rahul Kumar	8765432109	Gullypg - Kengeri	B1-102-B	Active	Raise Notice
Sneha Iyer	7654321098	Gullypg - Nagarbhavi	B1-102-C	On Notice	—
Vikram Singh	6543210987	Gullypg - Kengeri	B1-104-A	Active	Raise Notice



Tenant Checkout & Notice Management

Manage tenant exits and notices

Raise Notice

Pending Checkouts

Search tenant by name or phone....

Tenant Name	PG Name	Expected Checkout Date	Dues Status	Deposit Amount	Action
Arjun Mehta	Gullypg - Nagarbhavi	Jan 17, 2026	No Dues	₹16,000	Process Checkout
Sneha Iyer	Gullypg - Kengeri	Jan 10, 2026	No Dues	₹16,000	Process Checkout

Process Checkout



Actual Checkout Date

12/18/2025



Checkout Checklist

- Keys Returned
- Dues Cleared
- Room Inspected
- Damage Assessed

Damage Amount (₹)

Deposit Refund (₹)

Placeholder

16,000



Damage Notes

Type here

Final Settlement

₹16,000

Cancel

Completed Checklist

Process Checkout



Priya Sharma

7896542356

Notice Date

12/18/2025



Expected Checkout

12/18/2025



Notice Raised By

Select

Tenant

Management

Reason

Type here

Cancel

Submit Notice

Invoice

GullyPG
#257, 3rd Floor, Street Address,
City, State - Pincode
Phone: +91-9876543210
Email: billing@yourpg.com

Invoice No: INV-2025-001
Invoice Date: 08 Dec 2025
Billing Period: 01 Dec 2025 - 31 Dec 2025
Payment Status: Pending

Bill To (Tenant)

Tenant Name
Mobile: +91-9999999999
Email: tenant@example.com
ID Proof: Aadhaar / PAN - XXXXX1234X

Property & Room Details

Property: GullyPG Nagarbhavi
Building: Block A, Floor: 3rd
Room No: 305, Bed No: B2
Occupancy Type: Double Sharing

#	Description	Qty	Rate (₹)	Amount (₹)
1	Monthly Rent	1	8,000	8,000
2	Maintenance & Amenities	1	1,000	1,000
3	Electricity (Per Unit / Fixed)	1	500	500
4	Food / Mess Charges	1	1,500	1,500

Payment Details

Bank Name: Axis Bank
Account Name: GullyPG
Account No: 123456789012
IFSC: ABCD0123456
UPI ID: yourpg@upi

Subtotal (₹): 11,000.00
CGST @ 9% (₹): 990.00
SGST @ 9% (₹): 990.00
Total Payable (₹): 12,980.00

Amount in Words: Twelve Thousand Nine Hundred Eighty Rupees Only

Due Date: 10 Dec 2025

Terms & Conditions

- This is a system-generated invoice and does not require a physical signature.
- Payments once made are non-refundable as per PG policy.
- Please share payment confirmation via WhatsApp or email after transfer.

GullyPG
Authorised Signatory



Tenant Raise Complaint

Create a complaint with category, priority.

Complaint Category

Select category

Select category

Plumbing
Electrical
Cleaning
Internet
Others

Property

Placeholder

Priority

Select priority

Select priority

Low
Medium
High
Urgent

Photo (optional)



Upload photo

Description

Explain the issue....

Submit Complaint

View My Complaints



My Complaints

Track your complaints and see status updates.

+ New Complaint

Ticket	Issue	Category	Priority	Status	Raised	Action
000011	Wi-Fi not working	Internet/	Medium	Open	Yesterday, 8:45 PM	
000012	Leaking tap	Plumbing	High	In Progress	Today, 10:10 AM	
000013	Fan noise fixed	Electrical	Medium	Resolved	Last week	



Complaints

Assign complaints to staff/vendor and track resolution time.

Assign Selected

<input type="checkbox"/>	Complaint	Category	Priority	Status	Raised	Assigned	Action
<input type="checkbox"/>	Leaking tap in common bathroom ID:000011, Room 101, Bed 2	Plumbing	Medium	Open	Yesterday, 8:45 PM	Vendor: Ramesh (Plumber)	
<input type="checkbox"/>	Wi- Fi not working ID:000012, Room 103	Internet/Wi-Fi	High	In Progress	Today, 10:10 AM	----	
<input type="checkbox"/>	Fan making noise ID:000013, Room 105	Electrical	Medium	Resolved	Last week	Staff: Kiran (Electrician)	

Assign Complaints



Assign to

Select



Priority

Select



Notes

Type here..

Assign

Cancel

Complaint Details

View ID details, update status, and track timeline.

Re-Assign

ID

000011

In progress

Leaking tap in common bathroom

Category

Plumbing

Priority

High

Property

GullyPG - Kengeri

Room/ Bed

101 / Bed 2

Raised

Today, 10:10 AM

Assigned

Vendor: Ramesh (Plumber)

Description

Tap is leaking continuously since morning.

Activity Timeline

Raised by tenant • Today 10:10 AM

Assigned to vendor • Today 10:25 AM

Status changed to In Progress • Today 10:30 AM

Update Status

Select

- In Progress
- Open
- Resolved
- Closed

Resolution Notes

Type here..

Save

Re - Assign



Assign to

Select



Notes

Type here..

Assign

Cancel

Create Invoice

Tenant Details

Tenant Name

Placeholder

Mobile Number

Placeholder

Email Address

Placeholder

ID Proof Number

Placeholder

Property & Room Details

Property Name

Placeholder

Block / Floor

Placeholder

Room & Bed No

Placeholder

Occupancy Type

Select

Add Item

Invoice Items

#	Description	Qty	Rate (₹)	Amount (₹)
1	Monthly Rent	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	Maintenance & Amenities	<input type="text"/>	<input type="text"/>	<input type="text"/>

Payment Summary

Subtotal

Placeholder

CGST (%)

9

SGST (%)

9

Total Payable

Placeholder

Generate Invoice