

TENANT MANAGEMENT SYSTEM

KEY FEATURES

1. Rent management
2. Accounts/profile - different buildings
3. Adding and editing new houses
4. Automatically generated invoices sent to tenants via whatsapp
5. Automatically generated receipts sent to tenants via whatsapp
6. Statements automatically generated and sent to tenants
7. Property management can check payment history of each house and download it
8. Admin panel to check payment hence disable or enable accounts
9. Account settings
10. Main page for users to check statistics of the property.

1. Accounts / Profile

Property managers can only be signed in through the admin panel

They then login in to the systems using their phone number and password

Registration has :

- I. Name of the Property
- II. Email
- III. Phone No.- will be used to send invoices, receipt and statements on whatsapp
- IV. ID No.
- V. No. of houses in the property
- VI. Payment details- account No. Phone details

Once logged in the property manager/landlord can do the following :

1. Account settings

Can edit their profile,

add important contacts of workers eg. electrician, guards etc,

2. Home Page

- Statistics of the property
- No. of properties
- Occupation rate
- Number of tenants paid
- Number of tenants unpaid
- Total amount of cash collected that month
- Total amount of cash not collected yet

3. **Adding house**

- House No.
- Amount of rent for that house

4. **Adding Tenant**

- Name
- Phone Number
- Email
- Date of registration

5. **Tenants**

A list of houses with tenant information and arrears to be paid

The landlord can click on the specific house to get a history of payment with an option to download the payment history or send it directly to the tenant

6. **Arrears**

The landlord has a list of houses with arrears and a button to send a reminder/ invoice

7. **Payment**

The landlord can add payment for the tenants

Information Needed : Amount , mode of payment

A receipt is generated automatically and sent to the tenant.

NOTES

- The system should be set that after the beginning of a new month the system refreshes and adds the stated rent to the balance
- The system should be a PWA to add an icon to the homepage of the phone for easy access