

IDEATION PHASE

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Project Name	LEASE MANAGEMENT
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1. Background

In most property management setups, lease tracking, rent collection, and tenant communication are handled manually through spreadsheets or paper-based systems. This leads to delays, data inconsistency, and missed communication between property owners and tenants.

A digital platform is needed to simplify, automate, and centralize these processes.



2. Problem Statement

The existing lease and rent management processes are inefficient and prone to human errors.

Property owners face challenges in tracking payments, managing multiple tenants, and handling lease approvals manually.

Key Pain Points:

- Rent payment tracking is manual and time-consuming.
 - No automatic alerts for rent due or overdue payments.
 - Lease renewals and tenant exit approvals require manual communication.
 - Tenants do not receive instant confirmation after payment or approval.
 - Property data is stored separately, not integrated with tenant and payment records.
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3. Proposed Solution

Develop a **Salesforce-based Lease Management System** that:

- Centralizes property, tenant, lease, and payment data.
 - Automates notifications and reminders via Flows and Apex.
 - Sends scheduled rent reminders through an Apex Scheduler.
 - Provides an approval process for tenant leave or exit.
 - Sends instant emails for payments and approvals using templates.
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4. Expected Benefits

- Time-saving and error-free process automation.
 - Real-time tracking of property and tenant activities.
 - Automatic email communication for payments and approvals.
 - Data transparency and easy reporting for management.
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5. Conclusion

The proposed Salesforce solution will eliminate manual inefficiencies by automating lease workflows, communication, and monthly reminders — offering a complete digital transformation of the lease management process.