**RENT COLLECTION SOFTWARE**

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Proposal

Whether you are looking for a pace to stay or a place to stage your business, keeping in mind you don’t have your own space, you have to rent a place. Depending on your specifications, you will look for a place, agree terms with the landlord and obtain a lease for the property. You therefore become a tenant and you are expected to pay rent on the agreed time. The rent collection software will be a web-based service that will be used by landlords and property managers to collect rent from their tenants.

At the moment, landlords are expected to move door by door to see who has paid the rent and who has not. For those using cashless payments, the landlords must wait for the messages showing the payments made before confirming rental payments. This is done for every individual tenant, which is tiresome and time consuming. Landlords may also have several properties under their name. Rent collection from multiple properties is expensive considering the transport costs of moving from one property to the other. Tenants who also want to vacate the premises need to inform the landlord a month prior, via written official communication.

The software will be designed to help the landlord and the tenant. It will be a link to an easy communication between the landlord and the tenant. The software will be set to incorporate several features, including a rent collection system, a tenant management system and a reporting system.

The tenant management system will allow the landlord to collect, input and track tenant information, including contact information, property number and lease details. This ensures information about the tenants is accurate, easily accessible and up-to-date. This system also has a feature that landlords will use to manage move-in/move-out process for their tenants, including tracking security and maintenance deposits, conducting move-in inspections and managing move-out inspections. It will also track maintenance requests and streamline communication between the landlord and the tenant.

The rent collection system will allow tenants to pay rent online using a secure payment gateway. This will be made possible considering that every property will have free internet access. The system will match the payment to the tenant via the tenant’s contact details. After successful matching, a confirmation message will be sent automatically to the tenant showing that they have cleared the rent arrears. The system also sends automatic reminders to tenants when rent is due. It will also calculate accrued interests based on late payments and convey the information to the tenant as a reminder on a daily basis past the due date.

The reporting system will allow landlords to generate reports on rental payments, tenant information, and, data related to their properties.

The software, in overall, will be user-friendly, with a modern design and visually appealing.

FLOW CHART SYMBOLS

Manual input

Loop limit

Process

Decision

Delay

Data

Display

Stored data

Connector