## **Welcome Letter**

Dear Prospective Client:

Welcome to Richkel Property Managers. However you found us, we are happy you did!

As you probably know, every homeowner desires a satisfactory level of care and management for their property, without the inconvenience of having to manage and attend to it themselves. Our mission is to protect and enhance all properties under our care. To accomplish this, it means thoroughly understanding and implementing clients' basic needs and future goals while keeping a critical eye on the bottom line.

At Richkel Property Managers we offer our expertise and personalized techniques of managing your property. From single family homes, to multi-unit properties, townhouse developments, apartment complexes and cooperatives, our management concept is founded on professionalism, integrity, accountability, and quality service that guarantee the maximum return from your investment, while maintaining your property at the highest standard.

With the experience we have so far attained, there is security in knowing there is ready access to responsive 24/7 urgency, ongoing, and preventative care. We are a full-service Property Management Company. A description of our business and proposed services are enclosed for your review.

We look forward to answering any questions you may have and hope to assist in the upcoming management of your property.

Regards,

Richard *Director*, Richkel Property Managers <u>info@richkelproperties.co.ke</u> www.richkelproperties.co.ke