

# Delivering *high returns* and efficiency

- Are you having difficulties drafting professional and market-specific sales and lease agreements in China?
- Do you have the available time to regularly inspect the conditions of vacant units?
- Are you currently taking on the time-consuming and tedious task of negotiating lease terms and renewing tenant leases?
- Would you rather focus on your core business goals than manage various vendors and tenants who have different needs and processes?
- Have you considered finding a reliable services partner who has a full-breadth of services and expertise to handle all your tenancy management needs?

### Comprehensive tenancy management services

You can get tailor-made tenancy management services to effectively and reliably meet your diverse needs. With over 30 years of experience in Greater China, Jones Lang LaSalle's property management specialists have the expertise to advise and provide you with a wide range of services in tenancy management.

### Enhance your properties' return on investment

Our team of professionals offers you specialized services, which include the following:

#### Property Management

- Coordinate handover/takeover of properties
- Liaise with tenants/ property managers and government authorities
- Assist with fit-outs, interior repairs, maintenance, furnishing, and public utility services
- Inspect vacant properties periodically
- Handle complaints and provide support during emergencies

#### Lease Management

- Provide advice on appropriate rental level and overall renewal strategy
- Carry out periodic rent reviews and lease renewal negotiations
- Liaise with the marketing agent on property leasing
- Assist in drafting lease terms and make notarization arrangements
- Apply for lease registration certificates

### Sales Coordination Service

- Assist in property disposals through negotiation of sales terms
- Assist in drafting lease terms and make notarization arrangements
- Settle taxes, pay transaction fees, and register transactions with local authorities
- Collect sales payments, remit incomes into owners' designated accounts, and issue receipts

### Cash Management

- Collect rental and other charges and disburse expenses
- Validate payments to building management, contractors, and utility authorities
- Handle legal proceedings on rent recovery, including tax filing and issuance of official receipts
- Apply for foreign currency transfer and remittance of net rental income
- Issue monthly statement of accounts

### Your Benefits

- Save you time and allow effortless remote monitoring via one-stop-shop tenancy management solutions
- Have international best practices and reliable expertise in tenancy management
- Enjoy guarantee excellent service quality and consistency
- Give you peace of mind and ensure focus on your core business
- Maximize your ROI through optimum rental income
- Allow better control of your property through a single, professional contact window



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# Tenancy Management Services – Greater China

## Our Clients



### Gateway Plaza, Beijing

- Grade A Office Building with Retail
- Located in Xiaguangli, Chaoyang District, Beijing
- Total managed area: 141,000 sqm
- Tenancy Management and Property Management since June 2005



### YKK Building (Phase I/II/III), Hong Kong

- Industrial Building
- Located in Tuen Mun, New Territories, Hong Kong
- Total managed area: 184,450 sqm
- Tenancy Management and Property Management since March 1986



### The Manhattan Tower, Macau

- 84 Luxury residential apartments
- Located in Taipa, Macau
- Total managed area: 18,000 sqm
- Tenancy Management since late 2007



### 2 Grand Gateway, Shanghai

- 48-story Grade A Commercial Building
- Located in Hongqiao Road, Xuhui District, Shanghai
- Total managed area: 64,000 sqm
- Tenancy Management since 2005



### Central Walk, Shenzhen

- Shopping Center
- Located in Fuhua Road, Futian District, Shenzhen
- Total managed area: 167,500 sqm
- Operational management service since August 2007



### The Exchange Shopping Mall, Tianjin

- One commercial building with 38 floors and two commercial buildings with 36 floors
- Located in Nanjing Road, Tianjin
- Total managed area: 151,000 sqm
- Tenancy Management since December 2001

## Team Expertise

With over 30 years of experience in Greater China, Jones Lang LaSalle has the know-how and strong network in the area of property management.

**East, Central and West China** – Shanghai, Chengdu, Hangzhou, Suzhou, Wuhan, Nanjing, Xi'an, Nanning, Changsha

**North China** – Beijing, Ji'nan, Tianjin, Dalian, Shenyang, Qingdao, Yantai, Changchun

**Pearl River Delta** – Guangzhou, Shenzhen, Zhuhai

**Hong Kong and Macau**

## FOR MORE INFORMATION

### East, Central and West China

Paul Tam  
tel +8621 6133 5511  
paul.tam@ap.jll.com

### Hong Kong

William Lai  
tel +852 2846 5870  
william.lai@ap.jll.com

### North China

Cyrus Cheng  
tel +8610 5922 1207  
cyrus.cheng@ap.jll.com

### Macau

Martin Chow  
tel +853 2871 8822  
martin.chow@ap.jll.com

### Pearl River Delta

Albert Lee  
tel +8620 3891 1238 ext. 282  
albert.lee@ap.jll.com

WWW.JONESLANGLASALLE.COM.CN

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