



*For more information, contact:*

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### **YOU CAN TRUST HORIZON PROPERTY GROUP TO MANAGE YOUR RETAIL PROPERTIES**

Horizon Property Group is a full-service commercial property management group located in central Indiana. We not only own and manage our own commercial retail and office properties, but we manage properties for other retail property owners. We treat your property like it was one of our own, using our same staff and giving your tenants the same time and attention that we give our own.

- Our economies of scale can help you **save time and money**. We already have the maintenance crew, the accounts payable and accounts receivable staff, and all the other items needed to professionally manage your retail centers.

- We use the same **experienced maintenance staff** and **premium outside vendors** on your properties that we use on properties that we own, so you know you are getting the best service available.
- Our property manager is a proven professional who you can trust to interact professionally and proactively with your tenants.

- ✓ **Save time**
- ✓ **Save money**
- ✓ **Reduce the stress, hassle and worry of managing your own commercial properties**



## **HORIZON PROPERTY GROUP CURRENTLY MANAGES:**

- over 300,000 square feet of retail property space
- over 50 retail tenants
- maintenance of over 1,100 parking spots in seven retail center parking lots

## **HORIZON PROPERTY GROUP'S PROPERTY MANAGEMENT SERVICES INCLUDE:**

- Market rate analysis
- Tenant billing
- Accounts receivable
- Accounts payable
- Client interface
- Property landscaping and lawn care
- Parking lot and sidewalk snow removal
- Exterior painting and maintenance
- Parking lot pick-up and power-washing
- Parking lot maintenance
- Trash can content removal
- Exterior glass cleaning
- White box construction
- Tenant site improvements
- CAM budgeting
- CAM billing and collection
- CAM reconciliations
- Real Estate property tax appeals
- Property restoration
- and more

## **CHOOSE ONLY THOSE SERVICES THAT ARE RIGHT FOR YOUR COMPANY**

All retail property management contracts are custom-designed to include only those services that you want to contract out. We can do as much, or as little, as you want. For more information about Horizon Property Group and how we can help you manage your retail properties, call us at 317-884-1100 or visit our website at [www.horizonproperty.org](http://www.horizonproperty.org).

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