



[www.SVNmiller.com](http://www.SVNmiller.com)

Sperry Van Ness - Miller Commercial Real Estate is a regional provider of commercial property management services, managing a portfolio of over 2 million square feet of office, industrial, and retail assets on the Eastern Shore of Maryland, Delaware and Virginia. SVN-Miller has provided commercial real estate owners and investors with professional management services since 1989 and is recognized as a leader in the commercial property management field, providing a broad scope of realty services including brokerage, leasing, property and asset management.

Based in Salisbury, MD, the crossroads of Maryland's Eastern Shore, Sperry Van Ness - Miller Commercial Real Estate has over 19 years of experience in commercial real estate and property management. Please visit our website at [www.SVNmiller.com](http://www.SVNmiller.com) to learn more about our company or contact us so we may provide you with additional information.

## COMMERCIAL PROPERTY MANAGEMENT

### Customized Services

Sperry Van Ness - Miller Commercial Real Estate is committed to enhancing the value of your investment by designing a management package to meet your individual needs.

#### Maintenance

- Development of annual maintenance plan
- Manage preventative maintenance contracts with subcontractors
- Available on a 24-hour basis for emergencies

#### Financial

- Accounting services
- Detailed monthly financial reporting
- Accounts payable service
- Accounting services
- Budget preparation and analysis
- Collections management and cash flow analysis

#### Administration

- Accounting services
- Detailed monthly financial reporting
- Accounts payable service
- Accounting services
- Budget preparation and analysis
- Collections management and cash flow analysis

#### Tenant Relations

- Regular tenant meetings
- Monthly billing statements and copies of all invoices

#### Property Inspections

- Personal visits on a regular basis

#### Marketing and Leasing

- Market analysis for competitive pricing
- Re-negotiation of leases
- Assume responsibility for leasing vacant space