

Transaction Management

Overview

Once the offer has been accepted, several steps must be completed before the handover can occur.

Maintaining organisation after the deal is crucial for ensuring a seamless transition on the handover date. Numerous moving parts require ongoing vigilance, including solicitors drafting the final lease, coordinating Lessor works, managing bank guarantee delays, addressing council planning formalities, and overseeing fit-out works, among other considerations.

Desired Outcomes



Timely Access

We return the signed lease to the Lessor, with the necessary securities and insurance quickly, in order to facilitate on time or early access.



Lease Review

A thorough review of the formal lease covenants is necessary to ensure that the lease accurately reflects the previously agreed-upon terms.



Smooth Handover

As the intermediary, we facilitate prompt action and resolution to prevent delays to handover or miscommunication between parties.

Our Responsibilities to Achieve Your Desired Outcomes

Task	Responsibilities
Lessor Liaison	Ensuring consistent communication with regard to leases, bank guarantees, insurances, fitout access so everyone has a clear understanding what is going on.
Client Liaison	Things will come up that the Lessor requires from the Lessee to complete the transaction. We liaise and expediate the process where possible.
Arranging Access	Work with the Lessor to have our client's contractors attend site prior to handover to begin taking measurements to conduct fitout works.
Handover	Ensure all of the requirement information, securities, insurance and executed leases are given in exchange for the keys to the property.