

## Relocation

### Relocation

We provide specialised support for finding accommodation and carry out the complete logistics of relocation, including all formalities and registration with the relevant authorities. We also assist you in your choice of insurances, schools, childcare, and leisure and sports activities.

Complete organisation of your relocation

- Finding accommodation
- Logistics of relocation
- Assistance in finding private schools, social and sport facilities
- Management of pets
- Liaison with authorities

### Property Management

Your property is of great importance to us. We provide maintenance and security services. Necessary repair and renovation works, as well as new acquisitions, are carried out under our strict supervision. We provide management for household staff and attend to your property during your periods of absence.

- Property management: maintenance, insurances
- House clearances
- Attending to property during your periods of absence
- Relocation
- Security services
- Legal support

- Management of household staff
  - Recruitment and assessment of staff
  - Work permits, immigration / visa
  - Employment contracts
  - Supervision / support

## Real Estate

We assist you with the buying and selling of building projects and the development of real estate. As the client's representative, we supervise the planning and construction phases providing management for costs, time and quality. We offer support on legal matters.

- Buying & Selling
- Letting
- Project management of building projects
  - Supervision of planning and construction phases
  - Advice regarding interior, exterior and garden design
  - Health and Safety aspects

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