

INVEST STEPS PROPERTY

Buyer's agent | Property managers | Advisors

Realise your potential, maximise your opportunities.



Invest in your future.

Buying property is a costly exercise. As your buyers' advocate, Investsteps Property will save you money by using our expertise and local knowledge to find the right property and negotiate the best deal for you.

You will find that your investment was wise and valuable. We help prevent poor buying decisions and ensure you buy high quality properties in the right locations that suit your budget.

Our Services

- Premium buyers' service
- Assessment and negotiation packages
- Auction bidding and negotiation
- Property management
- Development and renovation management
- Portfolio assessments
- Free sellers' advocacy

Investsteps Property was started with the goal of helping as many everyday Australians achieve their financial goals through property as possible.

Our dedicated team are here to help you every step of the way.

Be confident in your decisions.

We offer a holistic approach to purchasing and owning property. We use our expertise and contacts to put together the best team possible to achieve your property dreams.

Our Clients:

- Seek expert guidance and insights
- Are time-poor
- Live locally, interstate or overseas
- Are unfamiliar, or lack knowledge about the entire Brisbane market
- Want to manage their risk by using local experts
- Want access to properties that are not listed on the internet
- Don't want to deal with agents who work for the sellers
- May need to remain anonymous
- Have an urgent deadline such as the arrival of a baby, fixed date relocation, wedding or an end of lease date

“The high quality Property Investment Reports helped us make an informed decision when it came to purchasing our next property”





What's your time worth?

The average person spends +200 hours over a 4 to 6 month period to purchase a property.

- 120+ hours on the internet
- 15+ hours researching the market
- 50+ hours travelling and inspecting properties
- 5 hours negotiating
- 7 hours arranging property inspections, appraisals, solicitors and more
- 7 hours renegotiating and arranging settlement
- Countless hours of thinking and stressing

Realise the potential. Maximise the opportunities.

Investeps Property takes the guesswork out of buying a property. We put in the hard yards so you can benefit from the current and future opportunities of your chosen property. Unlock your potential and start building your financial dreams with Investeps Property.



Save time



Avoid overpaying



Gain peace of mind



Access our network of professionals



Access more deals



Manage your risk



Your personal property expert



Protect your privacy



Find the right property for you

Premium Buyer's Service

Helping you through every step of your property journey.

This service is available for all home buyers and investors, providing an end to end management of the acquisition process.

The home buying process is often stressful and emotional. Investsteps Property takes care of all the time-consuming research, negotiations and coordination of all parties involved.

Together we build a tailored strategy and put it into action.

We discuss your budget and criteria to present tailored options with expert advice. We do our homework, so you don't have to.

We help you free up your time to make the right property decision without

overpaying on your home or investment.

We enhance your buying journey, leading to the successful purchase of your home or investment property.

Investsteps Property sees its clients as customers for life. Not only because we offer services for each part of the ownership journey, but also because we genuinely love seeing people achieve their property dreams and goals. As such, all Premium Service clients receive free life-time membership to Investsteps Property. We will keep you up to date with deals we think are great but don't meet our existing client's needs.

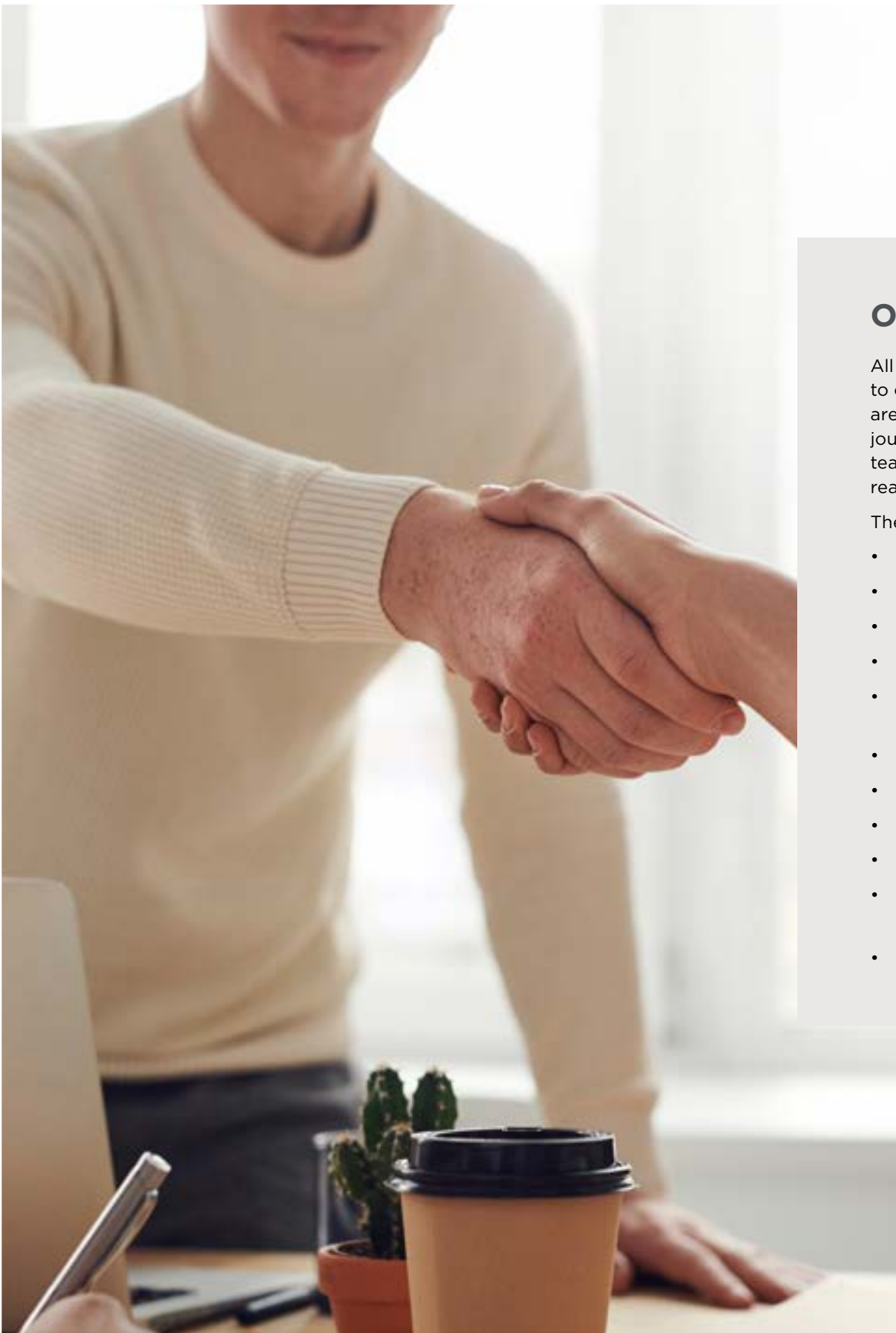
After 12 months of ownership, you gain free access to our Property Review service valued at \$500.

We use our expertise to inform home buyers and investors, helping to navigate through the maze of information, indicators and figures required to make well-informed decisions. We look at the facts — removing bias and emotions.

How We Help

- Preparation of finance
- Property strategy development
- Search for on and off-market property deals that best suit the strategy and brief
- Assessment and presentation of properties
- Negotiation
- Contract formation
- Arrange and attend appropriate pre-settlement inspections
- Oversee the unconditional settlement process
- Seek extensions and renegotiate when required
- Help arrange appropriate insurances
- Celebrate!





Our Network

All of our acquisition clients have access to our network of property specialists that are essential in completing your property journey. We provide you with an expert team that is trusted, experienced and ready to deliver.

These include:

- Investeps Property management team
- Mortgage brokers
- Finance specialists
- Financial planners
- Accountants with vast property experience
- Property lawyers and conveyancers
- Building and pest inspectors
- Electrical inspectors
- Plumbing inspectors
- Fire alarm services and compliancy specialists
- Depreciation specialists

Assessment and Negotiation Packages

For those who have found their perfect home or investment property on their own.

Assess and Negotiate Package

This package provides an independent, reliable and trustworthy assessment and evaluation on your chosen property. It includes all services offered in our Premium Buyers Service, without the property search.

It is wise to be an informed buyer. Don't risk it — know exactly what you are buying with the help of our service and coordination of professionals.

This service is available 90 days and is valid for up to three property assessments and negotiations.

Property Assessment Package

This package is available for clients who have already found their ideal property and would like to handle the negotiation and coordination of professionals themselves.

We give you confidence by offering an independent expert assessment of the property and an expert appraisal.

This service not only offers a property inspection and comprehensive insight into the individual property but also into the market as a whole.

Don't risk it – know exactly what you are buying with the help of our service and coordination of professionals.

Auction and Negotiation

Mitigate the risks, develop a strategy and avoid overpaying.

Auction Bidding and Negotiation

It is hard to make the right decision when we are stressed, and when our emotions are heightened. It is no surprise that the auction environment often drives buyers to make mistakes and overextend on their budget.

Our professional auction bidders eliminate this risk for you. They stay level headed and use tactics to achieve the best outcome. You tell us your limit, and we will do our best to deliver the lowest price possible on auction day, or in negotiations.

Auction and Appraisal

This is a popular auction service that offers detailed research and an appraisal prior to bidding on your behalf at auction. We will use our in-depth analysis to help set your limit.

The stressful and emotional auction environment often drives buyers to make mistakes and overextend on their budget.

How we help

- Determine acceptable price
- Devise a strategy to achieve the desired outcome, including pre-auction offers and an auction game plan
- Provide detailed property research and valuation appraisal
- Stay in contact with the auctioneer before auction day to understand interest levels
- Use our planned auction tactics and secrets on auction day
- Conduct post-auction negotiations if the property is not sold at auction





Property Management and Reviews

Be confident that your investment is performing at its maximum potential. Our dedicated property managers ensure you are getting the most out of your investment property, and our appraisers find research-driven opportunities for your portfolio.

Property Management Service

Whether you're a first-time investor or own several properties, it's important to be confident that your properties are performing at their maximum potential.

Our holistic approach means we want to be there for you every step of the way to make sure you get the most from your property assets.

By using our property management service, you will get:

- A dedicated property manager for your portfolio
- Help to maximise your income and growth potential
- Minimised risk by putting you in

- contact with appropriate insurers
- A trained team to handle any potential issues that could occur with tenants
- Rental appraisals each time the lease is up for renewal
- Detailed tenant screenings
- Coordination of all required trades and compliance checks
- Bi-annual routine inspections, including a written report and photo evidence
- Access to a client portal to view your property's performance
- Equity assessment reports valued at \$110
- Written service guarantee

Portfolio Review Service

Along with a strategy review session, we provide an independent appraisal and research one of your properties to help enable you to make better, more strategic decisions.

You will receive an expert valuation appraisal, performance comparison and report. If you are unsure about what to do with your current portfolio, this is an excellent solution to help maximise your investments.

We help identify if you should consider:

- Refinancing
- Holding
- Renovating
- Developing
- Selling

Development and Renovation Management

We crunch the numbers with you and assemble an expert team to ensure your project performs to its potential.

Development Management

Our team has over 30 years of experience in the construction industry, overseeing the successful development of a variety of properties. We are here to help guide you through every step of the development process.

We will crunch the numbers with you and assemble an expert team to ensure your development performs to its potential.

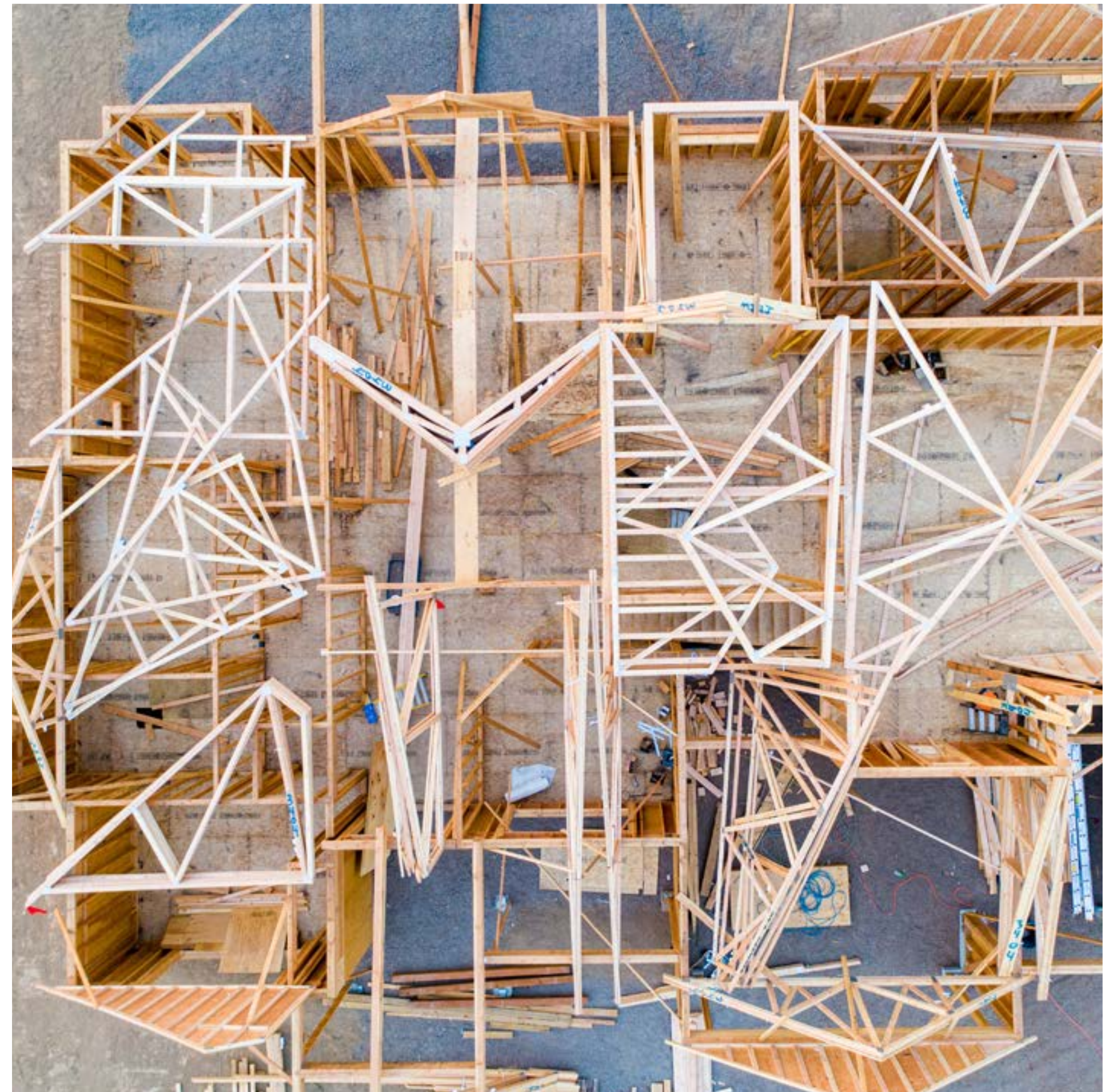
Property development can be a rewarding process and is often the quickest way to create equity within your portfolio. There are 34 known risks associated with the property development process. Proper management is required to be aware of and minimise these risks. One of the major risks is acquiring the

right site and at the right price. We offer tailored site acquisition services and analysis for developers to overcome this risk. Contact our team for further information about this acquisition service.

Renovation Management

Along with our teams' experienced residential development background, our activity in the property market means we are across current buyer and tenant demands. We know where to invest money to ensure maximum equity uplift.

We will help you plan your renovation, as well as manage and engage all required trades throughout the process. Have peace of mind knowing your project will be prompt and successful.





Consulting Services

For those who have found their perfect home or investment property without our services.

Consultations

It helps to talk through your ideas with a professional. Use Investeps Property as a sounding board and let us help you form the right strategy for the optimum outcome.

Divestment Services

We truly believe we can offer you value every step of the way. If you have decided that it is time to sell your home or investment property, we are here to help. We can offer independent advice to help find the right agent for you to achieve the result you want.

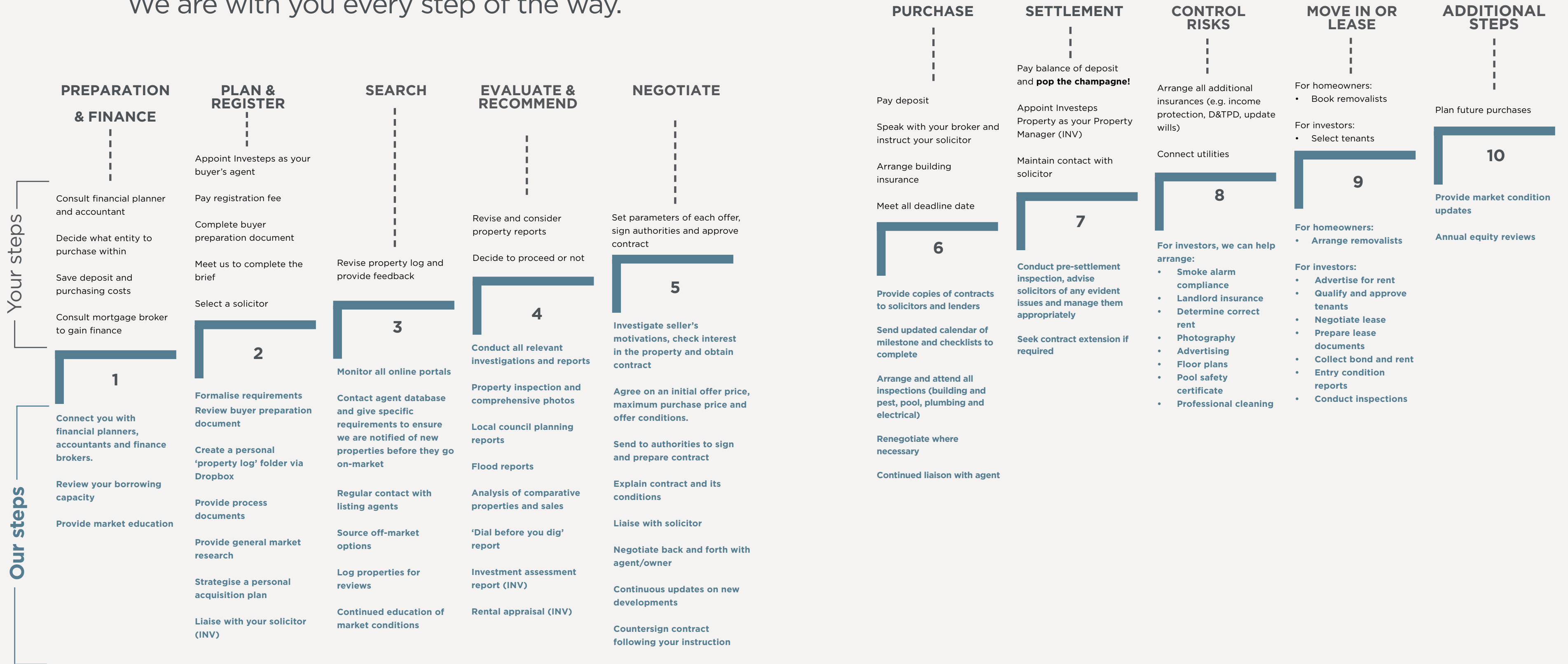
Investeps Property does not charge you for this divestment service. However, in some circumstances, the seller's agent may pay us a referral fee if their services are engaged.

This service includes:

- Market analysis and comparison to help set an asking price
- Recommendation of two suitable selling agents for you to interview
- Recommend an appropriate marketing strategy
- Once choosing your agent, we will work with you both to formulate a marketing strategy that suits your budget

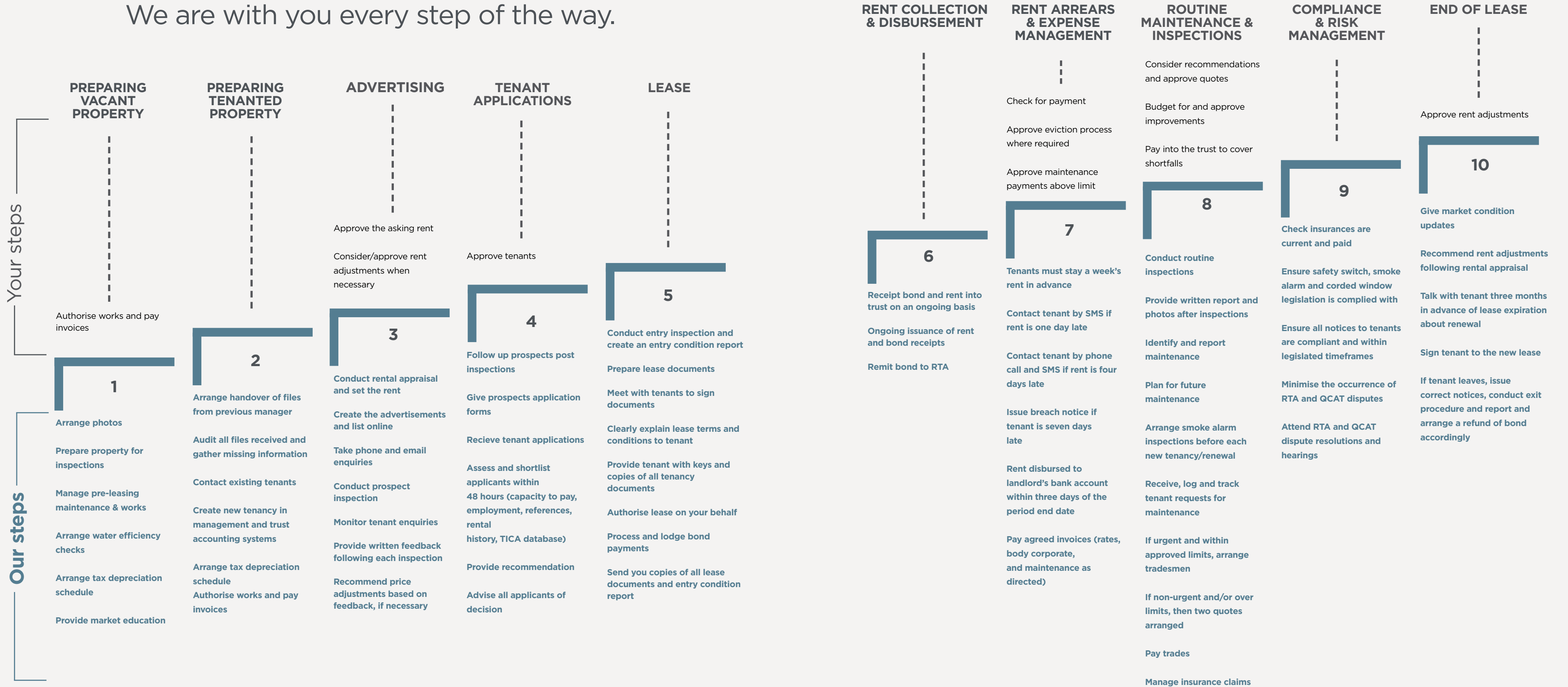
Ten *Invest*steps to buying your property

We are with you every step of the way.



Ten *Investeps* to managing your property

We are with you every step of the way.



Investsteps Property Lifetime Membership

An opportunity might arise when you least expect it. Premium Buyers automatically become members.

Coming across as many properties as we do, we find great deals that don't always meet our client's brief but are too good to be passed up by the right buyer.

If this is the case, we email our members with general information about the deals, giving you the opportunity to consider your options.

If there is interest from multiple members, the first to respond will proceed out of fairness. If accepted, a

Premium Buyers Service Agreement will be entered into with our clients as per the fee structure which applies to that property. The membership fee will be deducted from the registration fee.

All memberships are lifetime memberships, and Premium Buyers instantly become members.

Fees

We believe a flat rate fee is the fairest pricing structure for our clients. We don't believe the quality of our service or the effort we apply should change depending on the purchase price - all clients deserve the same excellent level of attention.

Premium Buyers' Service

These contracts are 6-month agreements, with the possibility of extension if both parties agree to new conditions.

Registration fee	\$2,200
Total fee	\$14,500

Assessment and Negotiate

These appointments are for a 6-month period and are valid for up to three property assessments and negotiations.

Registration fee	\$2,200
Total fee	\$8,800

Assessment

A one-time fee for a single property assessment.

Total fee	\$3,300
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Auction Bidding and Negotiation

A one-time fee for a single property.

Registration fee	\$880
Success fee	\$500

Auction and Appraisal

A one-time fee for a single property assessment and Auction Bidding.

Registration fee	\$3,300
Success fee	\$500

Property Review

A one-time fee for a single property review. Contact us for prices if you would like a larger portfolio of properties reviewed.

Total fee	\$500
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Consultations

Hourly rate	\$110
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Divestment Service

Investsteps Property does not charge you for this service. However, in some circumstances, the seller's agent may pay us a referral fee if their services are engaged.

Investsteps Property Membership

Lifetime membership, free for Premium Buyers customers.

Total fee	\$220
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Development Management

4.4% of costs

Renovation Management

11% of costs

Note: all fees for services relating to investment properties are a tax deductible expense.

Property Management Fees

Service	7.7% Fee	9.9% Fee
Service guarantee	Included	Included
Payment processing fee	\$1.10 per transaction	Included
EOFY and monthly statements	Included	Included
Insurance claim completion	Included	Included
QCAT file preparation and representation	\$220 per day	Included
QCAT application, court costs and appeal fees	At cost	At cost
Tenancy database checks	Included	Included
Police checks	At cost	At cost
Lease renewal fee	Included	Included
New tenancy fee	1 week rent	1/2 week rent
Routine inspections	2 per year	3 per year
Internet advertising, photography and floor plans	At cost	At cost
Renovation management (below \$5,000 in value)	11% of accepted quotes	Included
Equity Assessment Reports (\$110 of value)	1 per year	2 per year
Annual Property Review Report (\$500 of value)	No	Yes
Annual Property Strategy Review (\$110 of value)	Yes	Yes

Property Management Service Guarantee

We guarantee that if our service guarantee standards aren't met, you will receive one month free management.

Performance	Minimum Standard
Answer emails	Within 24 hours
Return texts/phone calls	By 5.00pm if called before 12.00pm. If called after 12.00pm, we will call by 12.00pm the following day.
Processing applications for tenancy	Within two business days
Tenant selection	Meet each tenant
Handling non-urgent maintenance requests	Within 24 hours
Handling urgent maintenance requests	Within one hour of discovery

Performance	Minimum Standard
Bond inspection after keys are returned	Within two business days
Refund of rental bond	Within three business days where there is no contest
Written rental appraisals	Within two business days
Maintenance quotes	Minimum of two quotes
Inspection reports	Within two business days
Internet advertising	At cost
Rent disbursement	Within three business days of the period end date

Our Team

We are a family owned and operated business with vast experience and expertise in property. We love helping people achieve their property goals and dreams.

Curtis Browning

Managing Director & Assessments

Curtis was previously a professional rugby player, playing for the QLD Reds and abroad in France. His experience has given him many transferable skills for management, strategy, negotiation and analysis.

As an active property investor since 2013, Curtis has gained hands on experience in local residential developments. Curtis completed his Bachelor of Business Management (Real Estate and Development) at The University of Queensland and was recognised as a member of The Golden Key International Honour Society for his high performance. He is recognised as a Qualified Property Investment Advisor through the Property Investment Professionals of Australia and is a registered Queensland Real Estate Licence holder.

Russell Browning

Acquisitions & Development

Russell has over 30 years of experience in the construction industry, with his former business responsible for designing and delivering up to 140 turnkey houses a year.

He has been investing in property since 1991. He has been personally involved in up to 20 projects, from stand-alone houses to splitting inner-city blocks, small-lot subdivisions to industrial offices and warehouse, and has also completed multiple successful townhouse developments.

Courtney Browning

Senior Property Management

Courtney's experience working in real estate agencies started in 2007, and she continues to build strong relationships with clients and tenants alike.

With a Bachelor of Communication, Courtney has excellent management and marketing skills that will help ensure an enjoyable rental experience for all.

Free Strategy Session

Take the first step, get in touch today.

We would love to meet you and understand how we can help you with your property journey.

Get in touch to arrange a free, no obligation 45 minute strategy session.

Strategy sessions can be after hours and on weekends to fit in with your working schedules.

Curtis Browning

Managing Director

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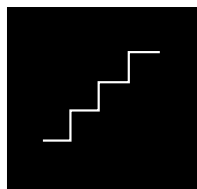
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Get in touch to arrange a free, no obligation 45 minute
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Realise your potential, maximise your opportunities.



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PROPERTY**

Buyer's agent | Property managers | Advisors

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