

Purpose

Sorge Property Management & Facility Services provides operational assistance to Property Managers/Owners who manage multiple small retail & office properties in Indiana. Cost effective services are provided by professionals with over 25 years of experience. We will be your eyes and ears while focusing on operational efficiency. Always striving to resolve issues quickly, help maintain low prices with quality service, and assist you as needed to manage your property.



Service Offerings

- Be eyes and ears for owners/managers
- Provide property inspection reports
- Communicate with tenants, vendors, and others
- Respond to weather and other emergencies
- Provide assistance for capital improvements
- Monitor price and quality of vendors
- Provide bids for Facility Services
- Track work order requests
- Review use and control of utilities
- Assist leasing agents with marketing spaces
- Coordinate tenant customizations

Mission Statement

"To provide efficient and cost-effective services that create a seamless coordination of efforts between owners, property managers, and tenants."

- Jim Sorge

Benefits to Owners and Managers

- Cost-effective alternative to full-service management
- Reduced travel, time and staffing costs
- Increases your time to focus on core business
- Verification of efficient use of utilities
- Documentation of property condition
- Tenant satisfaction through timely personal attention
- "Peace of mind" that support is nearby when needed
- Quality Facility Services



Visit www.sorgepropertymanagement.com for more information.

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