



PROPERTY MANAGEMENT

Citadel Property Management is the premier alternative for all of your property management needs. Our first-class management services are catered to the individual owner, cooperatives, condominiums, commercial entities,

trusts, receiverships and more. Our services embrace all of the daily necessities required for your property to be successful in achieving it's goals, giving our clients the flexibility and freedom to explore theirs.



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REAL ESTATE BROKERAGE

Citadel's brokerage services exceed expectations on all fronts. Our capabilities as a full service brokerage span all property types including commercial or residential units, multifamily and commercial income

properties, new developments as well as business sales and brokerage. Citadel represents both buyers and sellers in all types of transactions; from sales and leasing to 1031 exchanges we are here to help.



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OWNER & TENANT PORTALS

Our online portals put all your pertinent information at your fingertips right when you need it. Owners and Board members have easy access to real-time financial data, important building documents, a history of work orders and any other

desired information. Residents can log-in to view their statements, review payment histories, pay online, submit service requests, find needed documents and more. Available 24-hours a day, you are just a click away with our secure log-in portals.



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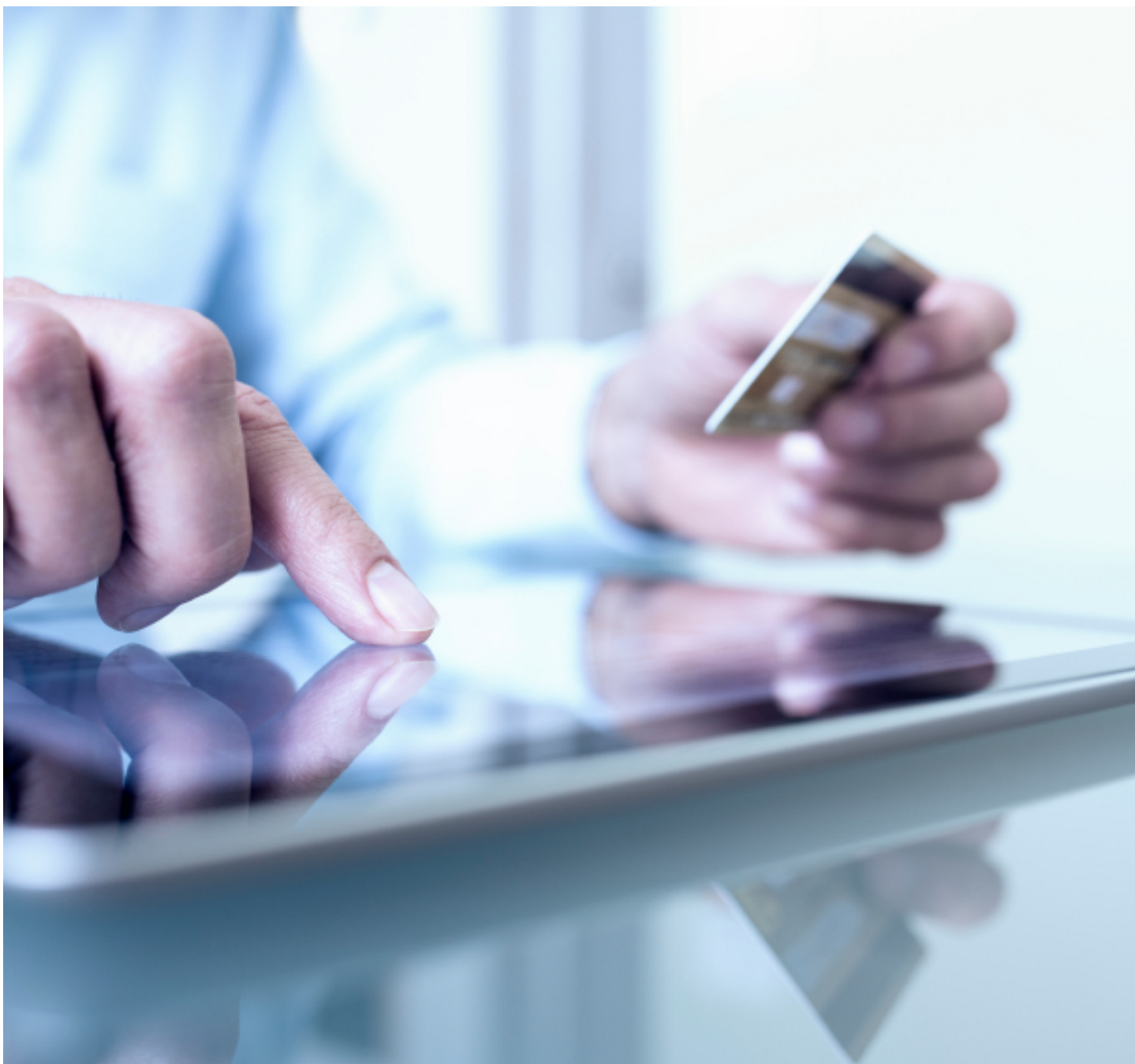
TRANSPARENT REPORTING

Citadel was built on a foundation of total transparency to the client. Through your secure building portal owners can view real-time financial reports, building documents, work orders, and

more. We will work to develop the reporting formats that work best for you or your accountants and make sure you have what you need for real time reporting accessible to you whenever you need it.



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SECURE ONLINE PAYMENTS

Payments through our online resident portal are simple and secure. Payments are deposited directly to your properties accounts with no paper check to "get lost in the mail". All online payments and charges are automatically uploaded to the resident

portal for easy access to track your history. We regularly encourage our residents to enroll in recurring payments through our online system which dramatically reduces tenant arrears improving the buildings overall financial health.



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24 HOUR EMERGENCY SERVICE

We are available 24/7 for the emergency service needs that just cannot wait. Broken elevator in the middle of the night? A burst pipe on Sunday morning? Do not worry, call our office for a 24-hour

emergency service and someone will be there to respond and get a service tech on the way. Owners can rest easy that a representative will be handling all emergencies and any hour of the day.



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WORK ORDERS & MAINTENANCE

From ordinary repairs to tracking renovations at move-in or move-out, you are in the loop. Easily submit your service request through your resident portal and track the status of work step by step. Each and every update from the scheduling of work to completion is entered into our system and

updated direct to your portal so you can view every step of the process and be kept up to date. Residents can communicate directly through the portal and review every conversation related to the work order in one place.



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SERVICE TAILORED TO YOUR NEEDS

Whether you are a private owner, a Condo or Co-op Board we have the knowledge and experience to help manage your property to the standards you deserve. From a small walk-up to a large multi-unit complex, every property lives and breathes a little

bit differently from the next. We incorporate our management systems with your properties culture to tailor our management services specifically to your home and investment to make sure we can find the perfect fit.



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DEVELOPMENT SERVICES

Citadel Property Management is an ally to the private property developer. In addition to world class marketing and sales we can assist with the preparation of your market and feasibility studies, pre-development planning, comps analysis,

saturation and density reporting, unit mix and architectural consideration, site-plan walk-ability and amenities, marketing strategies, offering plan; schedule A, schedule B, brokers opinion, management letters and more.



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CONSTRUCTION MANAGEMENT

Citadel Property Management has a wide range of experience managing all types of construction projects. We have managed projects large and small in all facets of building construction; from mechanical replacements including elevators, HVAC

and boilers, roofing systems, bulkheads, foundations, exteriors and interior remodeling. Our in depth knowledge and industry contacts are sure to be an asset in your next major capital improvement project.



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INDIVIDUAL UNIT MANAGMENT

We are available 24/7 for the emergency service needs that just cannot wait. Broken elevator in the middle of the night? A burst pipe on Sunday morning? Do not worry, call our office for a 24-hour

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