



# COMPANY PROFILE

*Find your perfect house with us*





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# INTRODUCTION

Property ownership is widely regarded as one of the most secure and rewarding forms of investment. From residential apartments and gated communities to commercial offices and retail developments, real estate continues to play a vital role in wealth creation and long-term financial stability. However, owning property is only one part of the equation. Ensuring that the property performs well, attracts the right tenants, and maintains its value requires consistent and professional management.

The modern property management landscape demands a balance of financial discipline, tenant relations, regulatory compliance, and ongoing maintenance. Property owners often face challenges such as delayed rent payments, tenant disputes, maintenance coordination, property inspections, and financial reporting.

Without structured management systems, these issues can quickly reduce profitability and increase operational stress for property owners and investors. Professional property management therefore becomes essential in protecting property investments and ensuring their continued growth. Through organized tenant management, reliable rent collection, maintenance coordination, and transparent reporting, property owners can focus on their long-term investment goals while professionals handle the day-to-day operations.

Jomart Properties Limited exists to provide this critical support. With a strong reputation built since 2010, the company offers dependable and transparent property management services that allow property owners to maximize returns while enjoying peace of the mind knowing their investments are professionally managed.

# MESSAGE FROM DIRECTORS

*“At Jomart Cottage Properties Limited, property is one of the most valuable investments. Proper management ensures security, profitability, and peace of mind. Since 2010, we focused on rent collection, tenant management, inspections, and reporting to protect our clients’ investments.”*

**-Mr. Martin Njuguna**  
**B.A (Real Estate)**  
**Managing Director**



*“We aim to manage complex transactions with simplicity and efficiency to enhance your business profitability and ability to succeed. Our tech-led approach allows us to fully comprehend the market dynamics, providing you with data-driven insights and informed solutions.”*

**-Mr. John Njenga**  
**B.Com (Accounting)**  
**Accounts Director**



# ABOUT US

Jomart Cottage Properties Limited is a professional property management firm dedicated to providing reliable and transparent real estate management solutions. Since its establishment in 2010, the company has consistently supported property owners and investors by managing residential and commercial properties with professionalism, integrity, and operational efficiency.

Operating across Nairobi, Kiambu, Meru, Machakos, Nakuru, and Kajiado, Jomart Cottage Properties Limited has developed strong systems for tenant management, rent collection, property inspections, lease administration, and maintenance coordination. The company's approach combines industry experience with structured processes that ensure every property under management performs optimally while maintaining long-term value.

Through a client-focused approach, Jomart prioritizes accountability, clear communication, and results-driven management. Each property is treated as a valuable investment, and the company's systems are designed to protect assets, improve occupancy rates, and ensure smooth tenant relationships.

By combining professionalism with practical experience, Jomart Cottage Properties Limited continues to position itself as a dependable partner for property owners seeking structured and efficient management solutions.



# OUR VISION

To be a leading and trusted property management company in Kenya, recognized for professionalism, reliability, and excellence in real estate management.

# OUR MISSION

To provide professional, transparent, and reliable property management services that protect property investments while maximizing value and operational efficiency for property owners and investors.

# CORE VALUES

## **Professionalism**

We uphold high standards in every aspect of property management through structured processes, industry knowledge, and ethical conduct.

## **Integrity**

Honesty and transparency guide all our operations, ensuring clients trust how their properties and finances are managed.

## **Reliability**

Our clients depend on us to consistently deliver efficient management, timely reporting, and dependable service.

## **Client Commitment**

We place our clients interests at the center of our work, ensuring every decision contributes to protecting and enhancing their investments.



# SERVICES

- Property Management
- Rent Collection & Financial Management
- Tenant Sourcing & Screening
- Lease Administration
- Property Inspections
- Maintenance Coordination



## **1. Property Management**

Jomart Cottage Properties Limited provides comprehensive property management services designed to ensure that residential and commercial properties operate smoothly and efficiently. The company oversees daily property operation's including tenant relations, property supervision, and administrative management, allowing property owners to focus on their broader investment goals. Through structured management systems and professional oversight, Jomart ensures that properties remain well-maintained, occupied by reliable tenants, and financially productive. With Jomart managing your property, you gain peace of mind knowing that every aspect of your investment is handled with care and expertise.

## **2. Rent Collection & Financial Management**

Consistent and reliable rent collection is essential for maintaining the financial performance of any property. Jomart implements efficient systems to ensure timely rent collection, clear financial tracking, and proper accountability. Clients benefit from organized financial reporting that provides visibility into income, expenditures, and property performance. Through disciplined financial management, Jomart ensures that property owners receive predictable returns while maintaining transparency in every transaction.

## **3. Tenant Sourcing & Screening**

The quality of tenants plays a significant role in the long-term success of a property investment. Jomart Cottage Properties Limited carefully identifies, evaluates, and screens potential tenants to ensure that only reliable and responsible occupants are placed within managed properties. The screening process includes background evaluation and suitability assessment to minimize risks such as rent default or property misuse. By placing the right tenants from the beginning, Jomart helps property owners build stable and productive rental environments.

## **4. Lease Administration**

Proper lease management is critical in to maintaining structured tenant relationships and ensuring compliance with the agreed terms. Jomart oversees the preparation, execution, and monitoring of lease agreements, ensuring that both tenant and landlord obligations are clearly defined and followed. The company manages lease renewals, contract compliance, and documentation to maintain order and reduce potential disputes. With organized lease administration, property owners enjoy secure tenancy arrangements and clear legal frameworks for their properties.

## **5. Property Inspections**

Regular inspections help maintain property standards and ensure tenants adhere to agreed occupancy conditions. Jomart conducts periodic inspections to monitor the physical condition of properties and identify maintenance needs early. These inspections help preserve the value of the property while preventing minor issues from escalating into costly repairs. Through proactive monitoring, Jomart ensures that every property remains safe, functional, and well maintained.

## **6. Maintenance Coordination**

Well-maintained properties attract quality tenants and maintain long-term value. Jomart coordinates maintenance activities by working with qualified service providers to address repairs and maintenance requirements promptly. The company ensures that repairs are handled efficiently while keeping property owners informed of necessary interventions. Through organized maintenance coordination, Jomart protects property value while ensuring that tenants enjoy safe and comfortable living or working spaces.



## WHY PEOPLE CHOOSE US

Clients choose Jomart Cottage Properties Limited because of the company's strong commitment to professionalism, reliability, and accountability.

- Proven experience managing properties across multiple counties.
- Reliable and consistent rent collection systems.
- Professional tenant sourcing and management.
- Regular monitoring and detailed reporting.
- Transparent operations and financial accountability.
- A client-focused approach that prioritizes investment protection.

These strengths enable Jomart to deliver dependable property management solutions that property owners can trust



# OUR PROPERTY MANAGEMENT PROCESS

## 1. Property Assessment

The process begins with a comprehensive evaluation of the property to understand its condition, rental potential, and management requirements.

## 2. Tenant Acquisition & Screening

Potential tenants are sourced and thoroughly screened to ensure reliability and compatibility with the property.

## 3. Lease Administration

Formal lease agreements are prepared and managed to establish clear tenancy terms and legal compliance.

## 4. Rent Collection & Financial Management

Structured systems ensure rent is collected consistently and financial records are maintained transparently.

## 5. Maintenance & Repairs

Maintenance needs are identified and addressed promptly to maintain property standards and tenant satisfaction.

## 6. Regular Inspections & Reporting

Periodic inspections are conducted, with detailed reports provided to property owners regarding property condition and occupancy.

## 7. Client Communication & Support

Clients receive ongoing updates and support, ensuring they remain fully informed about their property's performance.



## CLIENT PROMISE

Jomart Cottage Properties Limited is committed to delivering dependable property management services built on trust, transparency, and accountability. Every client relationship is guided by a promise to safeguard property investments while delivering professional service.

- 1. Transparency:** Clients receive clear and accurate financial reporting and operational updates regarding their properties.
- 2. Reliability:** Consistent rent collection and dependable property management systems ensure stable property performance.
- 3. Professionalism:** All services are delivered through structured processes and industry expertise.
- 4. Accountability:** Jomart takes full responsibility for the management of entrusted properties and ensures all activities are properly documented.
- 5. Value Protection:** Every decision and action is guided by the goal of preserving and enhancing property value.

# PROPERTY PORTFOLIO

Every property managed by Jomart reflects the company's commitment to professional oversight and efficient operations. Through structured management systems, the company ensures that each property maintains high occupancy levels and optimal financial performance.

Residential properties under management include apartments, flats, individual houses, and gated communities that require consistent tenant coordination and maintenance supervision.

The company also manages commercial properties such as office spaces, retail outlets, and mixed-use developments where operational efficiency and tenant relations play a critical role in long-term success.

This diverse portfolio demonstrates the company's capacity to manage different property types while maintaining consistent service standards





## **PARTNER WITH A PROPERTY MANAGEMENT TEAM YOU CAN TRUST**

Jomart Cottage Properties Limited is committed to protecting and maximizing the value of your property investment through professional management, reliable systems, and dedicated client support. Partner with us today and experience the peace of mind that comes with having your property managed right.

# ABOUT THE MANAGING DIRECTOR

Martin Njuguna is an experienced property management professional with over fifteen years of expertise in property administration, rent collection, lease management, and portfolio optimization. His career has been defined by a strong understanding of real estate operations and a commitment to ensuring property's owners achieve sustainable returns from their investments.

Before founding Jomart Properties Limited, Martin served as a Senior Manager at Chabrin Agencies Ltd, where he gained extensive experience in managing rental portfolios, coordinating tenant relations, and implementing systems that improved operational efficiency. His leadership roles in the property management sector have equipped him with practical insights into both the challenges and opportunities within the real estate industry.

At Jomart Cottage Properties Limited, Martin provides strategic direction and ensures that the company operates with professionalism, integrity, and accountability. His leadership philosophy emphasizes structured processes, reliable service delivery, and strong client relationships. Through his guidance, the company has developed efficient property management systems that prioritize transparency, tenant quality, and consistent financial performance.

Martin's experience continues to shape Jomart's reputation as a trusted property management partner for property owners across Kenya.

# MEET OUR TEAM



**Mr. Martin Njuguna**  
Managing Director



**Mr. John Njenga**  
Accounts Director



## CONNECT WITH US

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