



Owners Association Administrative Supervision



EVERY PROPERTY NEEDS SUPERVISION!

BEST is an Owner Association Administrative Supervision company (OAAS). It controls, manages and administers the common areas on behalf of all the owners. Dealing with issues such as maintenance, security, rule enforcement and engagement with statutory authorities. Best OAAs manages all trades with active roles in facility management, property management, financial management and general communication.

A significant financial obligation is required to maintain and improve ageing buildings. Owners need to invest in a reserve (sinking) fund to ensure their building has sufficient financial resources and, most importantly, share the obligation between all owners across the life cycle of the building and its assets.

ADDING CARE TO YOUR PROPERTY

We are specialised and we will assist you to find better solution to your queries in a timely manner. Experience and continuous learning are our guarantees of good management.



OUR SERVICES

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ADMINISTRATIVE MANAGEMENT

1. Manages meetings with Authorities.
2. Follow ups and complete all documents related to the property with all Authorities.
3. Follow ups with landlords & owners to make sure all payments are settled to serve the property.
4. Manage meetings with Associates of the property.
5. Deals with qualified suppliers to get the best results.

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PROPERTY MANAGEMENT

From floor to ceiling and door to window, from basements to the roof we know our buildings and we do care of their longevity, proper management, continuous improvement to keep their standards in the real estate market and to ensure the best living experience for all our residents.

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MAINTENANCE FACILITIES

1. Elevator Maintenance
2. HVAC | AC
3. Plumbing & Electric system
4. Generator
5. Fire Fighting & Fire Alarm System
6. Water tank cleaning
7. Internal & External cleaning service
8. Best control
9. Garbage chute
10. Garbage equipment
11. CCTV
12. Gate Barrier
13. Satellite system
14. Cradle
15. Swimming pool
16. GYM

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FINANCIAL SERVICES

Internal and Community book keeping-accounts payable/receivable, reconciliation; Budget preparation and audit review; Tax accounting; Financial projecting – MIS report, cash flow, utility consumption reports etc.

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LET **BEST OAAS** HANDLE YOUR PROPTERY

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