

Soft4RealEstate solution

The purpose of Soft4RealEstate is to supply the Real Estate Industry with one solution that covers the needs within the Real Estate Industry. The method is to extend Microsoft Dynamics NAV with the Property management needs.

Microsoft Dynamics NAV is an ERP system that covers the general needs of any company and is one of the most reliable ERP software products on the market. Microsoft has a long-term development strategy with Dynamics NAV that ensures a solution that will never get outdated. Using Microsoft Dynamics NAV as the foundation for Soft4RealEstate ensures the platform and provides the basic functionality like General Ledger, Purchase, Sales, Inventory, etc.

Soft4RealEstate is a completely integrated solution to Microsoft Dynamics NAV. You will experience Microsoft Dynamics NAV with Soft4RealEstate as one solution.

In this document, you will get an overview of the features that are most important for a property management company. Soft4RealEstate includes numerous features beyond the ones described here.

Property Data Management

Lease Unit

You describe your property as lease units. There is a possibility to make multiple level tree (e.g. building, floor, lease unit for rent). You can specify lease unit category, unique number, room no. and other information about lease unit. If a lease unit is marked as a group, there is a possibility to upload a plan of a lease unit group (e.g. building floor plan), in which you can mark areas for rent. Lease unit area is posted using lease unit journal, so you can always check the history of a specific lease unit area changes.

Product

Product is an entity that you are selling for the customer. It might be rent, water, electricity, security, cleaning and so on.

Meter

Soft4RealEstate enables you to set up meters, track meter readings and calculate CAM fee based on the meter readings. Meters are assigned for lease units. There are two types of meters: inlet and lease unit. You can assign several lease units for one meter or several meters for one lease unit.

Property Manager Role Center

Property manager role center is the starting page for the user. This is where you can find lease unit map, interactive lease unit availability chart and other related information for the property manager. From this page you can go directly into the area of importance.

Lease Contract Management

Tenant information

Soft4RealEstate allows you to store tenant data including contact information, personal data, bank accounts. You can track debts and payments directly in tenant card.

Lease contract

The functionality of lease contracts enables users to connect tenants to a specific lease units. Multiple products might be entered to lease contract lines. You can create contracts in different currencies. The contract status is a way to determine if lease unit is vacant or rented. You can change contract data by creating new versions of a contract.

Pricing

You can specify prices for products, entered in the contract. Different levels are available: all contracts, building, contract and lease unit. You can select from several price calculation methods: fixed, area, meter or turnover. Also, you can specify effective dates and price period.

Price indexing

There is a possibility to specify price indexes. Indexed price creation feature enables you to create new prices automatically changed by indexing rule.

Document storage

Documents section in lease contract allows you to upload any type of files to the system and retrieve them at any time by any user.

Lease contract template

The lease contract template feature enables you to set up a batch of products that are the same for some contract types or lease units. So that when entering new contract to the system, contract lines are created automatically on the basis of a template.

Deposit

You specify the amount of deposit that needs to be paid for the contract. Also, you will see actual deposit amount that is paid in contract card.

Contract extension

There is a possibility to extend contract with all relevant data without creating new one.

Periodic activities

Meter readings export and import

There is a possibility to export latest meter readings to Excel. After filling new readings to file, you can import it to the meter journal and post to the system. These readings will be used in product amount calculations if the product price is set to be calculated by meter readings.

Tenant turnover

If you are an administrator of retail property (e.g. shopping mall) you may need to track tenant turnovers. Turnover tracking feature enables you to set up contract prices based on turnover.

Calculate product price from amount

If you need to distribute cost for tenants, which cannot be described in some rules and is different every period, there is a possibility to calculate product price from amount. Then a product price is created for specific tenants, and amount is divided in proportion to tenant rented area.

Product amount calculation

Product amount calculation feature enables you to generate product journal lines based on contract data. Charges for tenants are calculated depending on fixed prices, meter readings or tenant turnovers. Before posting these charges you can compare them with previous periods to check if there aren't any illogical amount increases or decreases. You can also manually add some charges in product journal.

Billing

Invoice creation feature enables you to create invoices for tenants automatically. Invoices are created based on product journal entries. You can create invoices for all tenants or you can run this function only for specific properties or other groups of tenants.

Other features

Work Orders

Work Orders in Soft4RealEstate are used for registering customers/tenants requests for the repair, renovation, maintenance and other tasks. The Work Orders Calendar View provides the schedule for the employee assigned.

Reporting

Product revenue forecast

You are able to forecast your revenue from contracts. Amounts are calculated for released contracts and those products, which have fixed price. You can filter data by building or product.

Area – contract analysis

This report allows you to track lease unit, contract, product and prices information in one window. There you can see contract expiration dates, price calculation types, changes etc.

Revenue comparison

There is a possibility to compare revenue for two different periods. You can track differences and see what data has changed, that may have caused the increase or decrease of revenue.

Analysis by Dimension

Using standard analysis by dimensions tool you can analyze your expenses, revenue, cash flows from various aspects, e.g. property, project, owner and so on.

Financial

The financial area is where you have the general ledger and handle all the economic issues about running your company. The financial area is part of Microsoft Dynamics NAV. Soft4RealEstate extends the financial area to handle the needs of property management companies.

Dimensions

By using property dimension, you are able to analyze all transactions by property. That means that you can see each property profit/loss, revenue, expenses in one company's general ledger.

Consolidated invoicing

When a tenant has multiple contracts, it is possible to create consolidated invoices. Such invoice will consolidate products from all contracts.

Posting groups

There is a possibility to set up different product posting groups for different products, so that revenue from such products will appear in different general ledger accounts.

VAT/Taxes

You are able to set up different VAT/Tax groups for products and contracts. These settings comes to invoices when they are created automatically in Soft4RealEstate solution.