



PLACE  
STAMP  
HERE

*It's our aim as your Owners  
Corporation Manager to make your  
life easy!*

*- Gabrielle Callahan, Director*



**ACUMEN Owners Corp Management**  
PO Box 812, MACLEOD WEST VIC 3085



**Owners Corporation Management**

**ABN: 13 609 960 269**  
**Registered Owners Corporation Manager**  
Registration No. 000957



## What we do

Because we specialise in the management of Owners Corporations we understand the challenges that can arise and have the expertise to deal with them. We also understand your investment is important to you and it is equally important that your Owners Corporation manager is dedicated to maintaining your property to a high standard to protect your asset and ensure the best possible return on your investment. You can also be assured we always act in good faith and maintain high standards of personal integrity.

## Developing a strata property?

If you are building a strata property and it is nearing completion, we would love to help you. Just give us a call. All we will need is a copy of the Plan of Subdivision, ownership details for the property and we will consult with you about the value of the property for insurance purposes.

Contact us today for a quote.

## Management services

ACUMEN will relieve you of the burden of having to worry about:

- Scheduling meetings and preparing minutes.
- Administering Owners Corporation rules and regulations.
- Calculating the fair division of expenses.
- Invoicing and collection of OC contributions, and pursuing bad debtors.
- Payment of accounts from suppliers and contractors.
- Organising insurance policies and processing claims.
- Sourcing quotes from qualified contractors.
- Liaising with solicitors/conveyancers to provide relevant documents when owners are selling or purchasing units.
- Mediating disputes between owners.
- Arranging valuations for insurance purposes when requested by members.
- Preparing annual financial statements and budgets.



## About us

ACUMEN Owners Corp Management has been operating since 2002 and has grown steadily through word of mouth.

We are not the biggest Owners Corporation management business around – but we don't aim to be. Our mission is to develop long-standing professional partnerships with our clients. We take pride in knowing you personally and we work with you to protect your precious asset.

## Working with you

If your Owners Corporation is looking for a new Manager or you're in the process of developing a new strata property and need someone to manage the Owners Corporation from scratch, we can provide you with the management services you need.

If you are looking for consistency, for managers who will listen and understand your needs, then talk to us today.

## Contact Us

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Visit us on the web:  
[www.acumenoc.com.au](http://www.acumenoc.com.au)