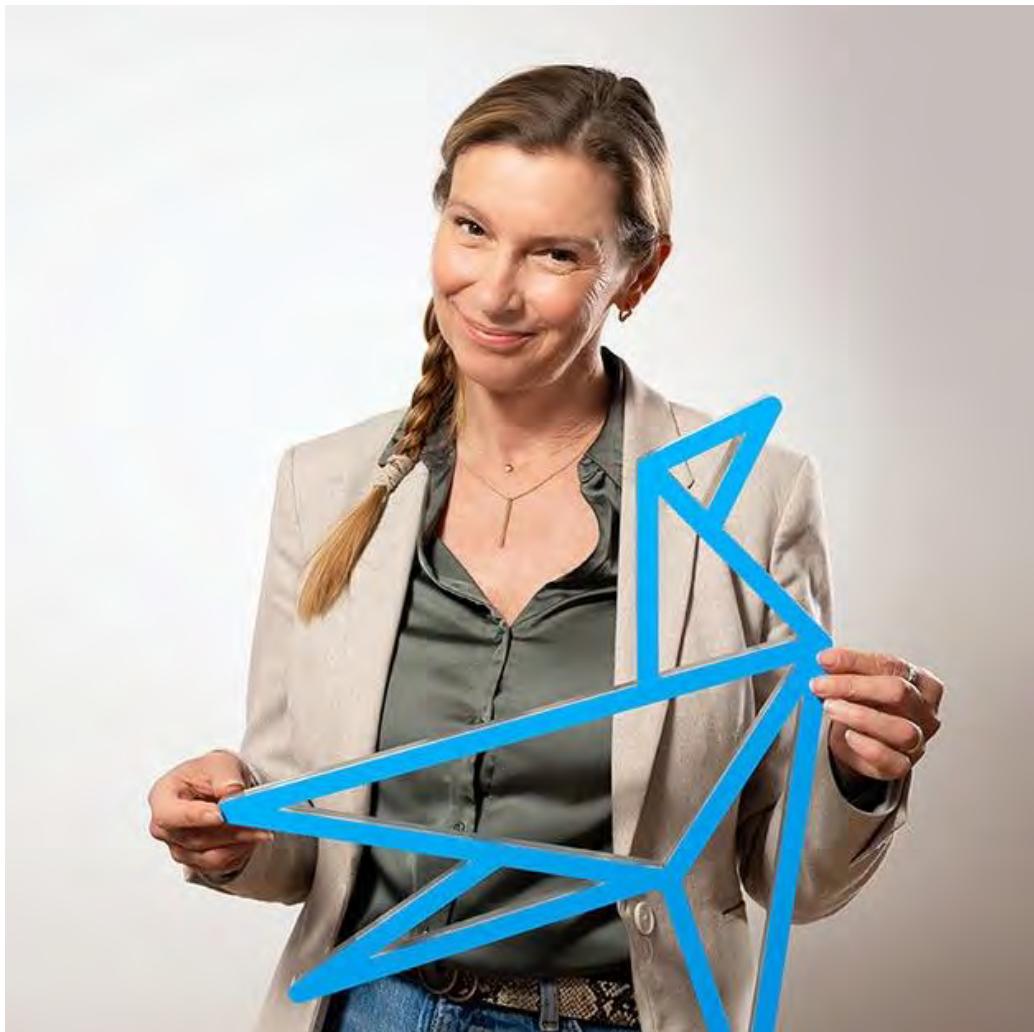


Blue Sky Villas 2025



# Our Property Management Services





Nicole Remus – Managing Director

## Your Property, Our Passion: Personalized Care Beyond Expectations

At Blue Sky Villas, we don't just manage properties – we nurture homes with the care and dedication of family. Our mission transforms property management from a service into a trusted partnership, providing meticulous attention whether you're across the city or the world.

Our carefully curated team delivers a personal experience where you'll communicate directly with our core professionals, backed by a responsive network of skilled experts. We don't just manage properties – we protect your most precious asset with a comprehensive, hands-on approach.

# It is important to choose the right partner for you and your property.

We are at your service since 2007.

We recognize that no two property owners are alike. Some prefer detailed updates before any maintenance, while others trust us to handle repairs seamlessly. Our approach is built on understanding and adaptability, ensuring that your specific preferences drive our strategy.

Our expertise covers every aspect of property maintenance – from routine upkeep to complex repairs. We deliver quality work at competitive prices, with a commitment to swift turnaround times that minimize disruption and protect your investment's value.

In the rare event of an emergency, our protocol is crystal clear: immediate professional intervention. We act quickly and decisively to prevent property damage and mitigate potential liabilities, always keeping your best interests at the forefront of our response.

At Blue Sky Villas, we don't just manage properties – we become the guardians of your most valuable asset.



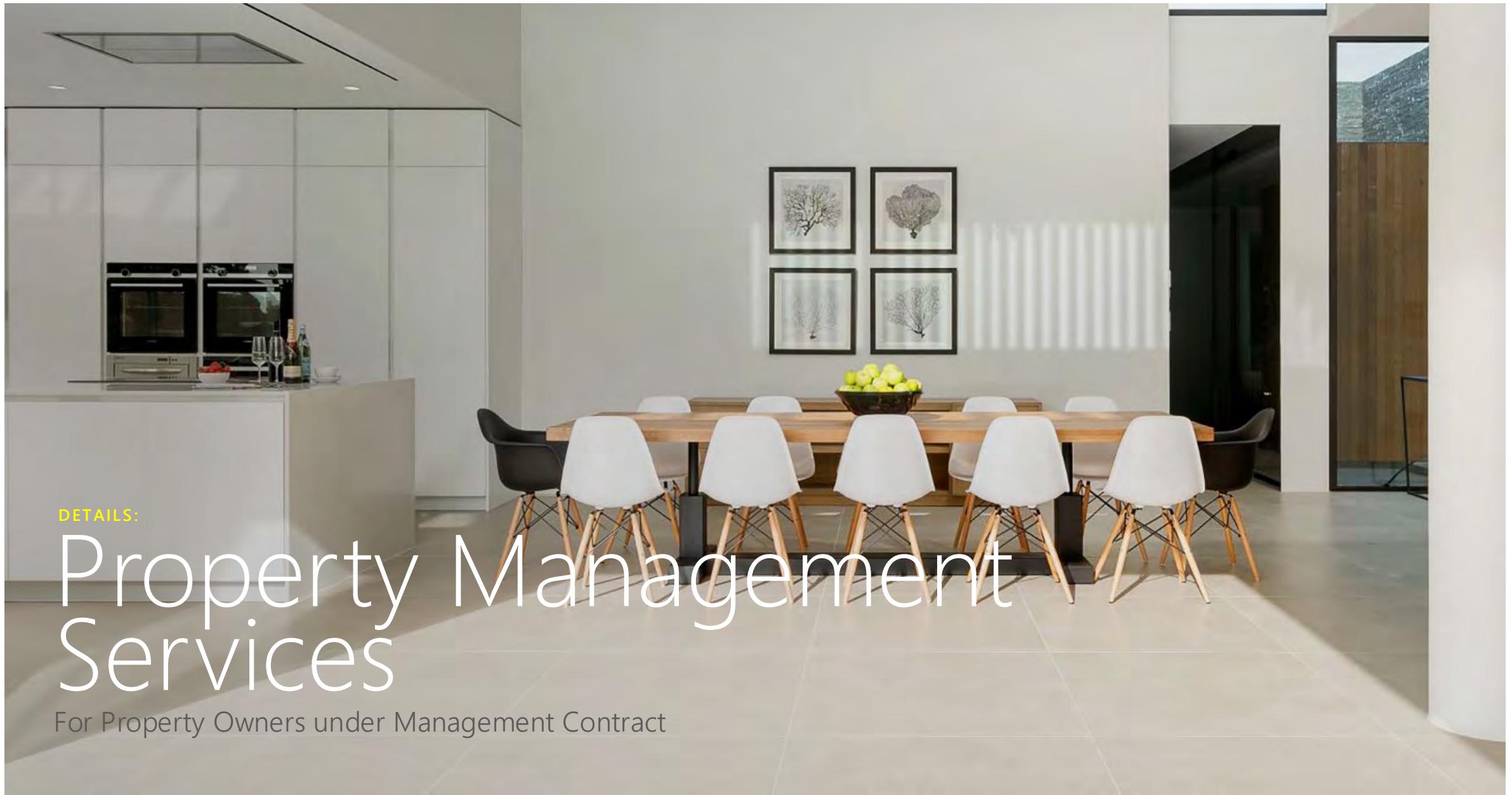


## Always There, Always Caring: Your Property's Guardian

Our 24/7 emergency response line stands ready around the clock, including holidays. When an issue arises, our professionals conduct a comprehensive assessment to provide the most efficient care possible.

We don't just manage properties – we curate experiences. Our comprehensive services transform property ownership from a potential source of stress into a pathway of pure enjoyment. With our friendly, professional team, your property receives care that goes beyond maintenance.

At Blue Sky Villas, we don't just meet expectations – we redefine them.



DETAILS:

# Property Management Services

For Property Owners under Management Contract

# Management Services for Property owners with management contract:



## Financial administration

- Payment of all utility bills
- Control of all utility bills
- Advise and implementation on streamlining costs
- Regular account statements
- Recommendations for fiscal representatives
- Preparation for tax declarations
- Payment of IMI (Property Tax) bills
- Recommendation and arrangement of household and 3rd liability insurance
- Organisation of changing utility bills into new owner's names
- Yearly running cost estimates and overviews



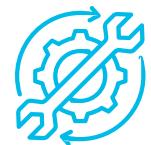
## Pool & garden maintenance

- / Arrangement and supervision of:
  - Monthly garden and pool maintenance
  - Jacuzzi / Plunge pool maintenance
  - Recommendations on pool equipment / heating + covers
  - Landscaping Services
  - Purchase of Garden and Terrace Furniture
  - Arrangement and supervision of cutting back tall trees and Processionary caterpillar treatment of pine trees



## Housekeeping service

- / Arrangement and supervision of:
  - Housekeeping / Maid Service as per client's requirements
  - Professional carpet and furnishing cleaning
  - Professional floor cleaning and window cleaning
  - Steel cleaning
  - Laundry and ironing service



## General maintenance

- In-house repairs, renovation, building and decoration works
- Power-wash of exterior areas
- Recommendation and arrangement of all necessary safety fittings (*fire-extinguisher, 1st aid kit, fire-blanket, fire alarm etc.*)
- Recommendation and arrangement of pest control contracts
- Supervision and arrangement of preventive maintenance works for equipments such as A/C, boilers etc.
- Regular weekly inspection visits and irregular visits after e.g. storms, heavy rainfalls
- Purchasing and installations of new equipment's such as electric appliances, pool heating, A/C's etc.



## Specialised maintenance

- / Arrangement and supervision of:
  - Specialised maintenance staff, electricians, gas technicians, climate control, drain cleaning etc.
  - Set-up and installation of internet connections + IT support
  - Emergency Services (*Locksmith, drains etc.*)
  - Arrangement of gas inspections for gas certificates
  - In-house Project Management and renovations (*see more next page*)



## Additional services

- Car management (*MOT inspections, tax and car insurance*)
- Secretarial services, such as translations, sending/receiving e-mails, scans
- Concierge Services for you and your guests
- Update and info on new technical equipment available
- Update and info on special local events
- 24 hour help and emergency line for you and your guests
- Management of property deadlines (*insurance, gas certificates, fire-extinguishers etc.*)

## Extra charges may apply:

- Inventories
- Golf Buggy management

2025-2026

# Lista de Preços / Price List

## Property Management (per month)

Apartment	€ 150,00
Townhouse:	€ 200,00
Villa:	€ 250,00
Villa XL:	on request

## Pool Maintenance (per month)

Between	€ 110,00 - € 300,00
Jacuzzi + Plunge Pool between	€ 45,00 - € 95,00

## Garden Maintenance (per month)

Small: Between	€ 75,00 - € 175,00
Medium: Between	€ 175,00 - € 300,00
Large:	€ 300,00 onwards

## Maid Service (Monday to Saturday)

€ 15,95	per hour and maid
<i>(Double charge on Sundays+Holidays)</i>	

## In-house Laundry (Towels+Linen)

€ 3,75	per KG (incl. pick-up and delivery)
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*We reserve the right to change the prices above at any time. Above prices are valid until 30.3.26*

## In-house Maintenance

€ 29,50	per hour for during office times
€ 59,00	per hour for during night (18h-9h), weekends and Public Holidays

## Specialised in-house Maintenance

€ 36,75	per hour for during office times
€ 73,50	per hour for during night (18h-9h), weekends and Public Holidays

## Blue Sky Villas Assistance (including small jobs)

€ 26,50	per hour for during office times
€ 53,00	per hour during night (18h-9h) weekends and Public Holidays

## Power washing (including machine)

€ 35,00	per hour
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• Prices incl. 23 % IVA/VAT





## Renovations

Transform your holiday villa into a stunning retreat with our expert renovation services. We specialize in enhancing luxury, comfort, and functionality while preserving the charm of your property. Whether it's a modern upgrade, a stylish refresh, or a complete transformation, our skilled team delivers high-quality craftsmanship and attention to detail. From interiors to outdoor spaces, we create exceptional holiday homes that attract guests and elevate your investment. Let us bring your vision to life!

DETAILS:

# Concierge Services

Available to property owners and rental clients.





#### **Sport**

- Golf bookings and/or arrangements of private coaching
- Tennis bookings and/or arrangements of private coaches & group coaching
- Water sports (*including day tours on motorboats, yachts*)
- Bicycle, scooter, motorbike or quad-bike hire
- Horse Riding



#### **Housekeeping**

- Butler Service (*to stay party or permanent at the property during the stay*)
- Maid Service (*available at any time, including weekends*)
- Laundry Service (*with pick-up and delivery to the property*)
- Ironing Service (*with pick-up and delivery to the property*)



#### **Children Care**

- Babysitter Service (*English, German, French*)
- Cot, High Chair, Baby Equipment, Toy + Games Rental



#### **Work away from home**

- Secretarial/PA Services
- IT and internet support
- Copy machine / printer in our office available

➤ 24 hour help and emergency line



#### **Relaxing**

- Health and Beauty: Arrangement of in-house massages, and beauty treatments
- Arrangement of spa bookings
- In-house yoga or pilates teachers
- Personal trainer sessions



#### **Food**

- Food Packs + Shopping Service (*either pre-arranged or free choice*)
- In-house Catering (*Arrangement of in-house chef's and waiters with choice of existing menus/suggestions or as per customers wish*)
- Personal restaurant recommendations and bookings
- Luxurious goods brought to your property: Champagne, red and white wine, caviar, port wine, cigars, whisky etc.



#### **Amenities**

- Holiday Starter Kits (*Sun Lotion, Pool Toys, Bath Towels etc*)
- Car-Hire (*best prices and luxurious cars, delivery to property*)
- Information and bookings on/of local events
- Flower Service (*delivery to third parties + delivery and arrangements at property*)
- Taxi and limousine bookings
- Helicopter + private jet bookings

# Concierge Services available to property owners and rental clients.

## Something not on the list?

Ask us and we will make the impossible possible!

# What our clients say.

“  
Just to let you know that we had a brilliant week at the villa, and I cannot think of a single negative point to raise about the villa or the concierge service. Nicole was charming and helpful.

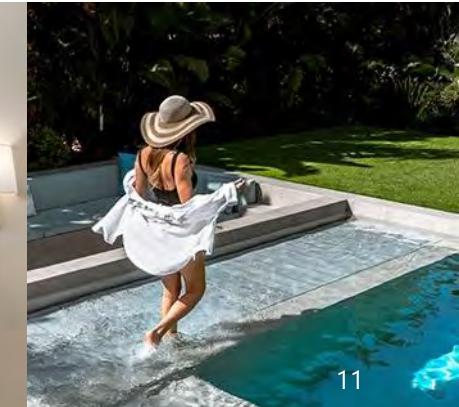
“  
We have found them to be very honest and of high integrity.

“  
I have spoken with the last guest who was staying in the property and just wanted to let you know that he thinks that the service you have provided has been of a very high standard. The feedback we have received from the clients has been brilliant.

“  
They are responsive to the needs of the client and have a very 'down to earth' practical approach at dealing with unexpected problems.

“  
Nicole was excellent – she is the best concierge we have experienced – very organised, fixes any problems on the day.

“  
Blue Sky Villas have managed our property in Vale Verde for the past three years. During this time, they have proved that not only are they competent in managing high-worth properties but also being able to manage demanding guests by being quick to solve problems and by exceeding their expectations.





## 3 very good reasons why to manage your property with us!

Your investment deserves absolute protection. We safeguard your funds through a dedicated client account exclusively for utility payments—completely separate from all other transactions.

We deliver exceptional value through carefully negotiated rates for primary and supplementary services, including privileged concierge pricing. Our expertise extends to innovative strategies that reduce your property's operating expenses, treating your investment with the same financial prudence we apply to our own most cherished assets.

### **Client satisfaction**

Direct contact to us, you are not a number! Friendly and personal service is not just a phrase for us – we mean it. We don't make contracts with long and difficult cancellation terms as we believe that you will be very happy with our services.

### **Visibility**

Questions will be answered as soon as you make them. Documents for your property are not ours – but yours.

### **Timely**

Everything will be done as soon as we get your go ahead. Account statements reach you on a monthly basis. No big surprises with huge bills to pay just because you didn't receive your account statement on time!

DETAILS:

# Our Rental Services

Dedicated holiday letting in the Golden Triangle.



# Maximize Your Villa's Rental Potential

Our extensive database of loyal repeat clients and partnerships with top local and international agents ensure optimal occupancy rates for your property.

The premium blue-sky-villas.com website showcases your villa alongside comprehensive digital marketing across luxury travel websites and social media platforms. Our network includes 15+ prestigious agencies throughout Europe and the USA.

Our exceptional guest satisfaction record speaks for itself—creating delighted visitors who consistently return to your property and our services.





## Why rent with us?

- Professional, well-trained staff will deal with you and your rental clients
- We achieve the highest occupancy rates. How? Apart from using our own highly successful holiday rental website, we also work together with over 15 national and international trusted agencies who will display your villa on their website – at no extra cost to you.
- You can also use the property for yourself and your family
- Our quick response to any issues occurring at the villa is second to none
- We are passionate about what we do and love making our clients happy

### We will supply you with:

- Detailed and in-depth information with regards to the rental license and your accountancy needs
- List of necessary items to rent out your villa
- Estimated running costs / rental income calculation

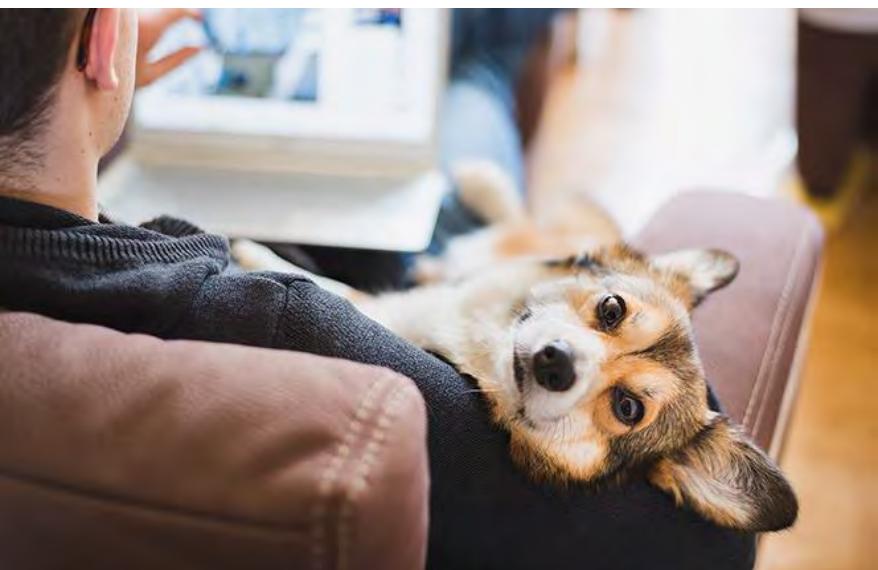
Due to Portuguese Legislation Management Works! cannot let your property here in the Algarve if the property does not have a tourist license. We are able to advise you fully on the requirements and carry out the necessary procedures in order to obtain this license.

**Our commission is 20% off the public rate and includes:**

- All marketing and listing fees
- Professional photographs of the villa
- Checking of the villa prior to check in and after departure
- Collection of damage deposit payments
- Assisting the accountancy firm for: rental invoices, VAT and IRS declarations (in conjunction with property management provided by us)
- Communicating of passport details of all rental guests to the Portuguese border & immigration department
- High end care to the rental client with our renowned and exclusive concierge services

We highly recommend having a property management company in place. Whilst we don't insist on managing the property as well, we highly recommend it and are pleased to offer reduced property management rates for owners who rent out their property with us. If you have already someone else appointed, they must be able to provide during the week, but also on weekends.





# Thank you.

If you have any queries regarding any of our management, rental or renovations services, please do not hesitate in contacting our office or emailing any of the contacts shown below. We would love to hear from you.

Your #UnforgettableHolidays are just a click away.

## **Nicole Remus**

+351 918 540 274

[nicole@blue-sky-villas.com](mailto:nicole@blue-sky-villas.com)

## **General Inquiries**

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[contact@blue-sky-villas.com](mailto:contact@blue-sky-villas.com)

