



## **NEW GENERATION TRUSTEE**

- **A SINGLE POINT OF CONTACT CLOSER TO YOU**
- **TAILOR-MADE SUPPORT ACCORDING TO YOUR NEEDS**
- **AVAILABLE EVERY WORKING DAY FROM 9AM TO 7PM**
- **ENHANCED SERVICES FOR CO-OWNERS**

# ANNE-SOPHIE EMPEREUR

## AT YOUR SERVICE ...

### **MY CAREER PATH :**

- ✓ *Co-ownership manager for 7 years (Urbania then Sogimalp) in Bourg St Maurice - Les Arcs 73*
- ✓ *Real estate negotiator for 5 years (Orpi) in Antibes 06*

### **MY TRAININGS,**

### **MY CERTIFICATES :**

- ✓ DEUG of Law, University of Chambéry
- ✓ Certificate of qualification in real estate, Essor Conseil (06)
- ✓ Professional English course (195h)
- ✓ Certificate of qualification in co-ownership 2020: "specialist in eco-renovation"
- ✓ Office training: Word, Excel, Powerpoint

## **MY SKILLS :**



### ✓ TECHNIQUES :

- *Trained in the principles of construction and pathology of buildings and housing.*
- *Trained in the technical management of property (technician)*
- *Qualified in eco-renovation, Obtained the “Copros Vertes” label*

## **MY SKILLS :**

### *Administrative and accounting :*

- *Establishment and monitoring of the provisional budget.*
- *Audit of accounts.*
- *Drafting of convocations and minutes.*
- *Follow-up of GA decisions and their execution...*

## MY SKILLS :

### ▶ Legal :

- *Real Estate Law*
- *Reform of co-ownership (Elan law and its ordinances)*
- *Litigation and procedures*
- *Claims management*





**ASE IMMO offers you satisfaction guarantees based on 3 points**

**I. RIGOROUS MANAGEMENT OF YOUR CO-OWNERSHIP**

**II. SIMPLICITY IN THE TRUSTEE/CO-OWNERS RELATIONSHIP**

**III. RATES CALCULATED AS CLOSELY AS POSSIBLE**

# I. RIGOROUS MANAGEMENT OF YOUR CO-OWNERSHIP

- ❑ Extensive experience of the SYNDIC MONTAGNE
- ❑ Knowledge of trades in the Tarentaise

## ➤ **A COMPLETE AUDIT AS SOON AS THE CO-OWNERSHIP IS TAKEN OVER:**

Checking all contracts with a view to optimize and control charges.

## ➤ **EXPERT" SUPPORT FOR THE SUCCESSFUL ENERGY RENOVATION OF YOUR BUILDING:**

Trained in eco-renovation techniques and methods taught in the context of obtaining the “Copros Vertes” label

## ➤ **REGULAR MAINTENANCE VISITS :**

Ensuring ongoing maintenance of the building, to check that the work carried out has been done properly and to plan future interventions.

# ACCOUNTING DELEGATED TO THE KEL GROUP- A true partner

## ► FOCUS ON THE GROUP :

Since 1988, the KEL group has been developing services and software specially dedicated to the trade of property managers and provides all the latest technological innovations as well as numerous functions to ensure better management of co-ownerships.

## ➤ What is accounting outsourcing ?

<https://www.kel.fr/syndic-fonctionnalite-externalisation/>





# PROFESSIONAL GUARANTEES :



## ▶ Member of FNAIM :

*A true quality label for real estate professionals, ensuring compliance and application of regulations as well as a legal service.*

## ➤ Holder of the professional card

### **SYNDIC-TANSACTION :**

No. **CPI 7301 2020 000 045 238**,  
issued on **07/10/2020** by **CCI de la Savoie**.

## ▶ Financial guarantees and professional liability :

- ▶ subscribed on 30/09/2020 with GALIAN ASSURANCES, whose address is 89, rue de la Boétie, 75 008 PARIS.
- ▶ Holder of a professional liability insurance policy taken out on 30/09/2020 with MMA Entreprise.



## II. A RELATIONSHIP TRUSTEE/OWNERS

# SIMPLE AND 100 % TRANSPARENT

- ▶ *Free provision for all co-owners of an easy-to-use and secure online space with the :*

<https://www.gerer-ma-copro.fr>



<https://youtu.be/w4PWvhaDCCc>

### III. TARIFFS CALCULATED AS CLOSELY AS POSSIBLE

- ▶ Optimised operating costs as there are no office rental costs.
- ▶ Management costs (trustee fees) adapted to contracts.
- ▶ Ancillary costs giving rise to remuneration (not regulated by the Standard Contract) (provided for in Article 18-1 of Law No. 65-557 of 10 July 1965, as amended, laying down the status of co-ownership of built-up properties and Article 29 of Decree No. 67-223 of 17 March 1967, as amended by Decree No. 2015-342 of 26 March 2015 and Decree No. 2020-834 of 2 July 2020) minimised.

# **TO CONTACT ME :**



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A passion for serving co-owners.