



**Commercial Property Management**

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## **Commercial Property. Expertly Managed.**

Commercial property management doesn't need to be complicated. It needs to be proactive, responsive and commercially focused.

### **That's why we created TMB.**

We manage smaller portfolios so we can spend more time on every asset, build stronger relationships with our clients and deal with issues before they become bigger problems.

It's a straightforward approach, backed by experienced people, clear communication and a focus on helping our clients get the best from their property.



**Proactive management**



**Controlled costs**



**Better managed buildings**



**Long-term asset value**



## The difference you can expect

We don't measure success by the number of inspections completed or reports produced. We measure it by how well your asset is managed by us and the quality of service we deliver to you.

| Our approach                                                          |   | The benefit to you                                                |
|-----------------------------------------------------------------------|---|-------------------------------------------------------------------|
| <b>Smaller portfolios</b><br>More time on every asset.                | > | <b>More attention</b><br>Issues identified earlier.               |
| <b>Active cost control</b><br>Keep spending under control.            | > | <b>Better value</b><br>Less unnecessary cost.                     |
| <b>Commercial thinking</b><br>Decisions with your investment in mind. | > | <b>Stronger performance</b><br>Support for long-term asset value. |
| <b>Direct accountability</b><br>One named point of contact.           | > | <b>Clear communication</b><br>Quick answers and decisions.        |
| <b>Strong foundations</b><br>Established systems and processes.       | > | <b>Reliable delivery</b><br>Professional, consistent service.     |



## Our Core Services

### Property Management

We provide day-to-day operational management of commercial properties, ensuring that buildings are well maintained, tenants are supported and landlords receive clear oversight of their assets.

### Facilities Management

We coordinate maintenance programmes and manage contractors to ensure that buildings operate safely, efficiently and in accordance with regulatory requirements.

### Property Inspections

Regular site inspections allow us to identify maintenance issues early, maintain building standards and ensure that tenants comply with their lease obligations.

### Tenant Liaison

We maintain regular communication with tenants, addressing operational issues, coordinating maintenance access and ensuring that tenant relationships are managed professionally.

### Contractor Procurement & Management

We procure and manage contractors for maintenance works and projects, ensuring that works are completed efficiently, competitively and to the appropriate standard.





## Our Core Services

### Financial Reporting

Our finance team provides clear financial reporting covering property income, expenditure and service charge performance, ensuring landlords have full visibility over property finances.

### Rent Collection

We manage rent collection and monitor payment schedules to ensure consistent income management across portfolios.

### Credit Control

Where arrears arise, we implement structured credit control procedures and maintain communication with tenants to resolve outstanding balances efficiently.

### Service Charge Management

We prepare service charge budgets, administer expenditure and provide transparent reporting to ensure that communal costs are managed fairly and clearly for all stakeholders.



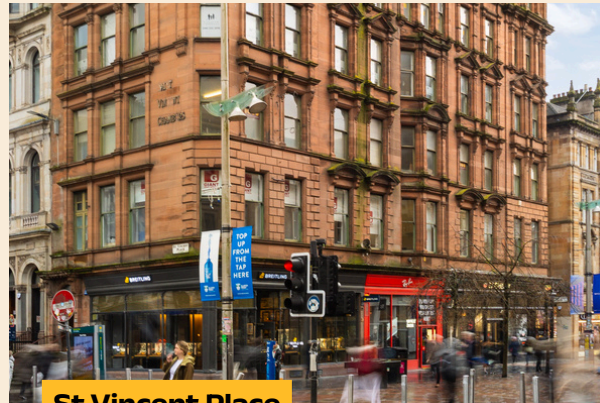


**Managed by TMB**

Below are just a few of the properties we are proud to manage in Glasgow.



**Herbert House  
Office**



**St Vincent Place  
Office**



**69 West Nile Street  
Office**



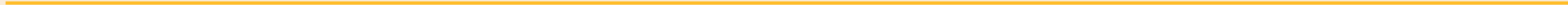
**St Vincent Street  
Office**



**West Regent Street  
Office**



**Eagle Street  
Office**





## Our Team of Experts



**Michael Martin**  
Director

Michael is involved in day-to-day operations and strategic decision-making, with a particular focus on growth, new business opportunities and building a high-performing team.



**Marc Taylor**  
Director

Marc focuses on strategic growth and client relationships, bringing a commercially grounded perspective to property management.



**Gregor Brown**  
Director

Gregor's background provides strategic property insight and technical expertise to support the company's commercial management approach.



**Paul Clifford**  
Finance Director

Paul leads TMB's financial management and oversees all aspects of financial reporting, service charge administration and internal financial controls.



**Gary MacDonald**  
Senior Commercial  
Manager

Gary oversees the day-to-day property management of client properties including maintenance oversight, budget development, contractor management and asset maintenance.

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