

FACT SHEET



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SIAM ORIENTAL SERVICE & MANAGEMENT CO., LTD.

352/1118 Moo 12, Nongprue, Banglamung, Chonburi 20150 Thailand

Company Registration / Tax ID: 0205555001906

- ✓ Provides full range of services to Juristic Condominiums and other commercial buildings
- ✓ Provides wide range of services to residents living inside the condominiums and other buildings
- ✓ Currently operating in 12 Condominiums, mostly located in Pratamnak Hill
- ✓ 50 - 70 employees depending on season, more employees during high-season
- ✓ Four offices in Pratamnak area
- ✓ European senior management
- ✓ Customer service in following Thai, English, Russian and Finnish languages
- ✓ China, Estonia and Spanish languages on demand

KEY SERVICES FOR CONDOMINIUMS AND OTHER BUILDINGS:

Condominium management

- ✓ Juristic Person and Condominium manager services
- ✓ Building management and multi-language customer service
- ✓ Financial accounts
- ✓ Billing annual and monthly fees from co-owners (such as management fees)
- ✓ Taking care of Condominium payments and paying out all invoices
- ✓ Negotiating condominium quotations and contracts with other service providers
- ✓ Coordinating with subcontractors
- ✓ Organizing annual general and other statutory meetings

Condominium maintenance

- ✓ Cleaning service (including staff, equipment, chemicals and materials)
- ✓ Technical maintenance (including staff, equipment, tools and materials)
- ✓ Gardening service
- ✓ Swimming pool maintenance
- ✓ Security service (day/night)
- ✓ Service number for emergency cases (24/7)

Fixing broken systems/parts/places, additional purchases and spare parts with additional fee.

KEY SERVICES FOR RESIDENTS:

- ✓ Indoor cleanings
- ✓ Indoor technician work (such as installing, painting, a/c maintenance, etc)
- ✓ Thai company balance sheets
- ✓ Apartment inspection services when you are out of the country