

# DE-FIT ■ STRIP OUT ■ TENANCY MAKE GOOD



## Thirty-years of experience

Loreto Group was founded in 1988 and has over 30 years experience in project management specialising in end-of-lease de-fits and make-goods. We manage and provide a broad spectrum of de-fit, make-good, commercial strip-outs, decontamination and civil works for commercial properties.



## Our services



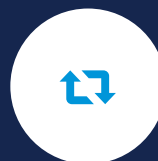
**Project  
Management**



**Make-goods**



**Fit-outs**



**De-fits**



**Tenant  
representation**

# ONE OF SYDNEY'S MOST ESTABLISHED AND EXPERIENCED MAKE GOOD AND PROJECT MANAGEMENT TEAMS



**Loreto Group is a specialist project management company based in Sydney. Our mission is to become the trusted property partner of our clients based on our dedication to looking after their interests so that they can focus on running their businesses while we provide: make goods, fit-outs and de-fits, project management and tenant representation.**

## Thirty-years of experience

Loreto Group was founded in 1988 and has over 30 years experience in the demolition business specialising in end-of-lease de-fits,

We manage and provide a broad spectrum of de-fit, make-good, commercial strip-outs, decontamination and civil works for commercial properties.

## Reputation for expertise, quality of work and precision

Loreto is a privately-owned company which has established a strong reputation with commercial property managers for our expertise, quality of work and precision. Our projects have ranged from warehouse, office and retail make-goods as well as heritage restoration through to demolition of a crocodile enclosure, and work at the Sydney Airport and Central Station.

## Safe and skilled workforce

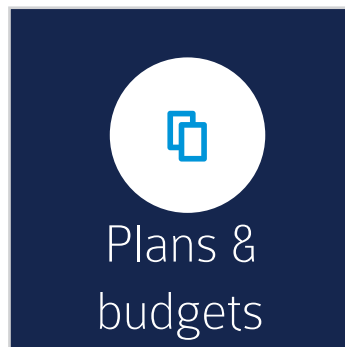
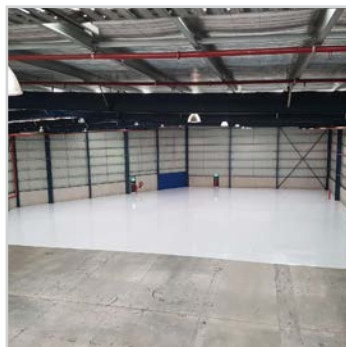
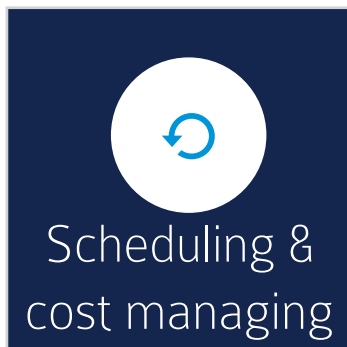
We are developing our safety, quality and environment systems towards compliance with ISO 9001/14001/18001. We are fully licensed with Safe-Work NSW; fully insured for all aspects of our operations, and have a comprehensive training program to maintain a skilled and safety-conscious workforce.



# PROJECT MANAGEMENT



We have over 30 years' experience in project management. We have successfully managed many projects including: make-goods and strip-outs; office, and warehouse and shopping centre refurbishments; property consolidation; and relocation and fit-outs. We work in most sectors with experience in commercial (including offices); industrial (factories and warehouses); retail shops; shopping centre refurbishments; education (schools); and health (hospitals). We remove the stress from the process so that you can focus on running your business.



# MAKE-GOODS (office, commercial, industrial)



A make-good is a mandatory obligation of almost every office, commercial and industrial lease in Australia. Simply put, it refers to returning a property to the condition it was in at the start of your lease, subject to fair wear and tear.



## LEASE

Review your lease  
Confirm your lease make good obligation



## SCOPE

Review your condition report  
Agree a make good scope with the landlord



## NEGOTIATE

Negotiate the most favourable outcome for you  
Limiting your financial and operational obligations



## WORKS

Carry out the make good works for you; or  
Project manage the process from start to finish



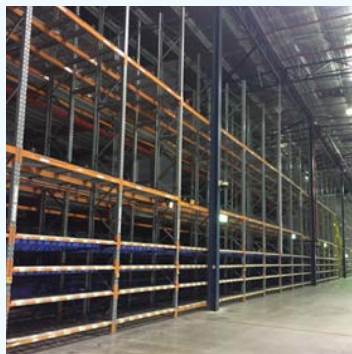
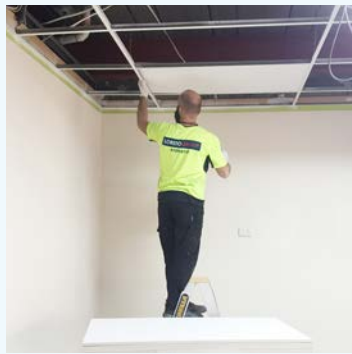


# FIT-OUTS AND DE-FITS



From end-of-lease strip outs to touch ups on existing facilities we ensure we are reliable and the quality of our work is high. We complete office projects efficiently, no matter the scope or the schedule. De-fit and strip outs include the removal of all floor coverings, temporary floors and ceilings, walls and partitions, mechanical and electrical systems including lighting, cables, cable trays, heating, ventilation and air conditioning systems.

We understand the benefits of green buildings and are experienced in constructing projects that integrate sustainable building materials and techniques. We understand sustainable requirements and work with our clients to meet environmental specifications.



# TENANT REPRESENTATION



The management of a property portfolio is a specialised, complex and time consuming process. The objective of our tenant representation service is to allow you to focus on running your business. Our services cover property searches, commercial negotiations, lease negotiations, portfolio management, facility management, exit and make good strategic services, property consolidations, and design and construct.

## Accuracy of information

We are not agents. We act on your behalf and are motivated to obtain and present accurate information on all properties across an entire market.

## Comparison of alternatives

We will familiarise ourselves with your business and requirements and thus rigorously evaluate and compare alternatives without conflict of interest.

## Complete market research

We are motivated by our client's satisfaction to produce the best alternative and we'll invest the time necessary to unearth all alternatives with all agents..

## Accountability and motivation

We are accountable to the client for all alternatives and provide the same service regardless of the alternative chosen.

## Transparency

Only a Tenant Representative working with all alternatives can ensure a completely transparent process.

## Avoidance of risk

We work to reduce the risk of an oversight. Last minute alternatives or information that surfaces will be presented.

## Efficiency

We provide broad services that save our clients money. We allow the client to focus on running their business and making key real estate decisions.

## Breadth and depth of services

We can afford to supply our clients the breadth and depth of additional services that ensure a successful transaction

# OUR CLIENTS



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