

The Entrepreneur's Choice for Self Storage Management

Corporate Profile

ESSEX is a privately owned commercial real estate management company based in Irvine, California. We specialize in providing personalized real estate services to institutions as well as individual owners, investors, real estate developers and family trusts.



Formed in 1987, the company currently manages in excess of fifteen (15) million square feet of office, industrial, retail, medical, commercial associations and self-storage projects. Our Self Storage Division currently manages almost two (2) million square feet of storage space consisting of over 10,000 units. Essex is an accredited AMO® firm as designated by the Institute of Real Estate Management.

Management Approach

Essex's approach to self storage management starts with a clear understanding of the goals and objectives of the client. Knowing what the client's objectives are helps us establish management guidelines to best achieve those objectives. Our Self Storage Division is led by a seasoned Management Team whose experience in the self storage industry is unmatched. This experience enables us to provide a consistent level of service no matter what the challenge.



From Set-Up to Stabilization, Essex provides all of the tools necessary to ensure the success of your property. With an experienced corporate team providing the most comprehensive services in the storage industry, find out why we are Southern California's choice for personalized Self Storage Management.





Self Storage Management Services

Essex offers a full range of personalized services, including:

Leasing/Marketing

- On Going Competitive Surveying
- Detailed and Strategic Marketing/Advertising Programs
- Established Unit Mix and Pricing Structures
- Manager Leasing Incentive Programs
- Continual On-Site Sales Training

Staff Development

- Background check on all On-Site Personnel
- Most Extensive Manager Training in the Industry
- SSA Certified Managers
- Ongoing Oversight and Supervision by District Managers

Operations

- Extensive policies and procedures program
- Preventative Maintenance Program
- Daily Operations Checklist
- Comprehensive Lease Documentation
- District Manager Initiated Audits
- Vendor Management
- In-House Auction Processing
- Experience in Capital Improvements
- Risk Management

Accounting/Financial Reporting

- Monthly Detailed Financial Reports
- Visa/MasterCard/AMEX Processing
- Delinquency Management/Bad Debt Collections
- Weekly Occupancy Tracking
- Annual Budgets





Financial Reporting

Essex fully understands the critical importance of accurate and timely reporting. All of our accounting services are centralized in our Corporate Offices in Irvine, California, where we employ all of the standard checks and balances to ensure the accurateness and safety of your financial information.

Because all of our accounting services are prepared in-house by experienced professionals, the property accountants assigned to the assets become familiar with the cash management needs and requirements of our clients. Additionally, our self storage management team works in close coordination with our accounting professionals to develop and provide accurate and timely reports.

As a licensed user of MRI for Windows®, Essex has the ability to integrate the accounting software with the location's self storage software and tailor our reporting packages to our client's specific needs and requirements. Our standard reporting packages are typically prepared in a cash format and provide the client with all of critical information needed to make informed decisions, and includes:

- **Property Operations Overview**
- **Leasing/Marketing Update**
- **Occupancy Schedule**
- **Budget vs. Actual Variance Analysis**
- **Detailed General Ledger**
- **Twelve Month Forecasts**
- **Aged Delinquencies**
- **Rent Roll**
- **Check Register**
- **Trial Balance**



Annual Budgets

The cornerstone of property operations and financial reporting starts with the preparation of an annual budget. In close coordination with the client, the management team and accounting professionals work together to prepare a comprehensive annual operating budget that includes income and operating expense sections as well as a capital expenditure budget. In addition to providing historical performance and operational narratives, the budget will contain line-item detail with backup on each revenue, expense and capital account.