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CML Agency Sales

Intended Use

CML Agency Sales is an easy to use marketing and administration system for residential property sales. Suitable for the single or multi branch, multi region estate agency to manage the sales process from take-on to completion.

Key functionality:

Administration

Compliance	RICS and ARLA clients monies rules compliant. Commonhold and Leasehold Reform Act 2002 service charge accounting compliant.
Property database	Database records Landlord, Property and Applicant information. Unlimited data storage.
Database searching	Extensive data searching enables fast information find with dynamic links to associated information.
Correspondence handling	Email, SMS & mailmerge directly from Agency Sales. All correspondence attached within portfolio structure and available to all users.
Task management	Assign tasks to users, automated diary reminders for system events.
File Notes	Attach file notes at the appropriate point in the database structure. Forward notes to systems users as a task.
Document management	Attach any type of document (images, video, pdf, MSOffice, etcetra) directly to the database structure for ease of document management.

Marketing

Details	Automatic production of particulars, wallcards and lists.
Photographs/Plans	Photographs and plans may be attached and labelled as required.
Matching	Properties matched to applicant's criteria with flexible parameters.
Mailshots	Mailshots by mail, email or SMS.
Viewings	Mangement of viewing appointments.

Features

Sellers/Buyers/Properties	Handles any number of vendors/purchasers and properties.
Action Lists	Highlights key events such as price changes and offers made.
Boards	Automated notification to board errector with email notifications sent at each stage of the sales process.
Internet	Automatic upload of details to user web site and most property listing sites.
Reporting	Extensive reporting in user designed formats with file note history.
User Data fields	Users may specify their own data capture fields to accommodate unique information requirements.

Environment

Deployment	Multi user and multi site
Platforms	Borland Delphi. Client applications run on MS Windows NT/2000/XP/Terminal services 2000 or 2003/Citrix Mteaframe
Connectivity	Security access controlled by assigned user type access