

Accounting Hub

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Holladay Properties provides a centralized accounting hub for our clients from the Nashville, TN office. The hub serves as a cost effective design to reduce the overall expenses related to operating a separate accounting department for an individual portfolio. In addition, we are able to provide a higher degree of quality in review, analysis, and reporting of your property's operations.

Our trained accounting staff complies with Generally Accepted Accounting Principles, and are well versed in the area of property management. We utilize different control process to ensure our control environment is stable and effective.

Tenant Receipts



We utilize a bank lockbox for tenant receipts. Our bank maintains individual post office boxes for each client's account. These post office boxes, or lockboxes, allow immediate deposit into the bank account, eliminating the lead-time. All receipts post daily, allowing up to the minute receivables.

Disbursement Account

We control the disbursement account through a procedure of checks and balances. After a check run, we notify the bank of the checks and their amounts. The bank returns any check not on the approved list.

Internal Authorization

There is an existing level of authorization levels utilized within our organization. All members, from the executive level to the property manager level, have varying levels of authorization. Different expenditure levels require different authorizations. Without the authorization, our accounting system restricts the processing of the transaction.



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Training

We are firm believer in the continuing education of our accounting staff. Maintaining a core group of competent and dynamic individuals promotes the effectiveness and integrity of our accounting hub and Property Managers.

Monthly Review of Operation Statements

All proper review and reconciliation of your accounting records occur on a monthly basis, to ensure that the information we provide is accurate and timely.

Auditing / Attestation Services

If the client desires, an appropriate independent accounting firm may be selected to perform different attention services for your portfolio's operating expenses. Please note: The cost of the attestation services is in addition to the management fees.

Holladay Properties can design the custom solution for every client's accounting and property management needs.

