

COMPANY PROFILE



Guiding You Home

R E A L E S T A T E

**Put your hand in ours and allow us to turn
your "FOR SALE" sign to "SOLD"**

Western Seaboard in Cape Town

Company Profile

About Us

We bring over 26 years of passion in Real Estate. Sandra's integrity and efficiency, creating a legacy of professional quality service. Excelling in knowledge and Experience. Many happy Buyers and Sellers will attest to this.

Contact Us

Sandra Green - 082 308 8222

sandi@guidingyouhomerealestate.co.za

<https://guidingyouhomerealestate.co.za>

Company Profile

Operating Times

**Contactable until 5pm daily for bookings
Viewings Monday to Sunday**



FOR SALE



Guiding You Home

REAL ESTATE

Sandra Green - 082 308 8222

Company Profile

Who Are We



Sandra Green

Director (MPRE)

Registered PPRA

Full Status FFC

Company Profile

Customer Care

Our customers benefit greatly from:

- **Our unsurpassed and extremely professional Agents**
- **26 years of passion, top performance & great success in Real Estate**
- **Continuous training to improve our Real Estate skills**
- **Our integrity, efficiency & high level of quality service**
- **Our elevated knowledge & competence in Sales & Purchases**
- **Our top level Sales & Purchasing record**
- **Flexible hours working around our customer's schedules where possible**

Company Profile

Our Values

To conduct business honestly, ethically, and with the highest degree of integrity, professionalism, customers satisfaction and a commitment to excellence. We listen to all of our customers' requirements and find the perfect home for them

Our Objectives

To offer and deliver outstanding service to our customers that would make what is an emotional experience when selling and buying a home, one that is pleasant and happily memorable for all involved

Company Profile

What we Offer

Property Valuations

Property Sales

Property Purchases

Property Registrations

Property Listings

Bank Assisted Sales & Purchases

Interior Decorating

Room Refurbishing for Show Houses

For Further Information

Sandra Green - 082 308 8222

sandi@guidingyouhomerealestate.co.za

<https://guidingyouhomerealestate.co.za>

Company Profile

Health & Safety

Health

We use chairs that support back, neck and shoulders

Correct desk height to avoid arm and hand strain

Maintaining the correct posture to avoid muscle aches and pains

Taking breaks frequently, even walking around our chair a few times

Eye exercises to avoid eye strain. Blinking often to moisturise the eyes

Eye drops used if required. Ensuring glasses and contact lens prescriptions are up to date

Neck rotations and dropping our chin to our chest to avoid neck and headaches

Hand and wrist exercises are performed while working to avoid cramping, pain and carpel tunnel syndrome

Safety

Carrying a safety device and whistle

Knowing the closest exits and escape routes

Staying alert and aware of the surroundings of a viewing and open houses

Avoiding driving new customers to and from viewings

Ensuring other employees, team members, or a friend knows our schedule and can check on us

Getting to properties before customers to familiarise ourselves with a plan of action should an emergency arise

Ensuring to lock up after giving the customer ample time to have left the area around the property

Company Profile

Social Responsibility

Being voluntarily socially responsible creates a competitive advantage & enhances a company's credibility

Environmental

Preparing unbiased, truthful, and accurate Listings
Showing truthful and concise images of Listings
Offering fair and defined solutions to benefit all parties in sales and purchases of properties

Ethical

All licensed real estate practitioners are obligated to safeguard and advance the rights and interests of the buying and selling public. This includes preventing fraud, intentional deception in property transactions, discrimination, or any other unethical practices
Additionally, practitioners are required to uphold and honor inter agency relationships

Philanthropic

We donate time and funds to local causes and charities
We mentor our management and staff and provide assistance where needed

Economic

We invest in staff development, workplace improvements, and business ethics
We strive to enhance society and the environment while promoting a positive brand image

Company Profile

Corporate Governance

Ensuring an effective and efficient management structure to benefit customers

Verifying all legal documentation and Government regulations are adhered to on contracts with customers

Evaluating staff training, advancements, performance improvement requirements, disciplinary action and dismissals

Conducting ourselves with integrity, unwavering loyalty, competence, dignity, courtesy, and ethical behavior

Employing reasonable care and exercising independent professional judgment in all interactions

Carrying out all responsibilities diligently and efficiently

Upholding the confidentiality of customers personal & financial information

Adhering strictly to the PPRA Code of Conduct :

No estate agent shall without good & sufficient cause, directly or indirectly, in any manner whatsoever, solicit, encourage, persuade or influence any party or potential party to a pending or a completed transaction to utilise or refrain from using the services of any Attorney, Conveyancer, Financial Institution, or being offered financial assistance by any person

Being honest and transparent when dealing with customers, and ensuring that all transactions are fair and legal

Agents should be able on request by a customer to provide a copy of the PPRA code of conduct