

All in one Property  
Management  
software



**SmartKodi**

DEVELOPED BY VILLASOFT LTD

# The problem



Managing rental properties can be a daunting task. Property owners and managers face challenges such as

- ❖ inefficient invoicing & receipting
- ❖ disorganized lease management
- ❖ costly maintenance issues
- ❖ the hassle of manually tracking assets
- ❖ and a general lack of reporting

Additionally, coordinating utility and parking management can become a logistical nightmare.

Without a user-friendly, comprehensive solution, property management can quickly become overwhelming and negatively impact both owners and residents.





# Automated Invoicing & Receipting



**Invoice** Ref No #D8PDZZV  
28/09/2023

**Invoice Details**

Invoiced To Jane Doe (Lease SKBGRSH)  
Due Date **05/10/2023**  
Organization ABC Management Ltd  
Property Biashara Mall  
Unit(s) GF/SHP/1, F3/RM/14  
Description Invoice for Lease SKBGRSH

Description	Amount
Balance Brought Forward	0.00
2014-181818 - Electricity - Unit : September Meter Standing Charge: Kshs.100.00	100.00
2014-383838 - Electricity - Unit : September Meter Standing Charge: Kshs.100.00	100.00
2014-383838 - Electricity - Unit (FIXED PRICING): 14.00 units @ 33.00 per unit	462.00
2014-181818 - Electricity - Unit (FIXED PRICING): 19.00 units @ 33.00 per unit	627.00
GF/SHP/1 - October Rent	2,000.00
F3/RM/14 - October Rent	8,000.00
<b>Total</b>	<b>11,289.00</b>

1. INVOICING  
Clear and concise automated invoicing to your residents



**Receipt** Ref No #7NR921PT  
18/10/2023

**Receipt Details**

Recipient Jane Doe (Lease SKBGRSH)  
Date Posted 18/10/2023  
Organization ABC Management Ltd  
Property Biashara Mall  
Unit(s) GF/SHP/1, F3/RM/14  
Payment Method M-Pesa  
Paid By 254722123456

Description	Amount
Outstanding Amount	11,289.00
Payment for Lease # SKBGRSH MPESA Confirmation RJ10T4OFFQ from 254722123456 at 18/10/2023 11:25:54	11,289.00
<b>Total Remaining</b>	<b>0.00</b>

3. Receipts  
Automated Receipts from integration with Banks & M-Pesa



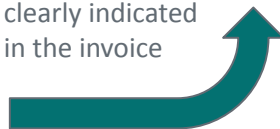
Refer to the information below to make payments.

**Pay To**

**Mpesa**  
Mpesa Paybill: 939393  
Account No: SKBGRSH



2. UTILITIES  
Utility consumption clearly indicated in the invoice



4. SMS  
Invoices & receipts sent as SMS's as well

12:53 PM  
Dear Kenneth Njendu, Your payment in the amount of 2,000.00 has been received. Receipt # MFEFZUYU. Thank you.  
12:53 PM • SIM1

Thursday, Sep 28 • 9:01 AM  
Dear Kenneth Njendu, Your total due for 844/46, Unit B41 is 16,024.00. Kindly settle by 05/10/2023. You can settle the invoice via MPESA using Lipa na M-PESA with paybill 939680, and account number SKYQJM.J.

# Lease Management



Dashboard Manage Users Mobile Money Messages Rentals Maintenance Accounting Reports

Test Facility 1: Premium

Search Billing Code Search Tenant

ADD LEASE LEASE ACTIONS RESEND ACTIONS

<input type="checkbox"/>	Billing Code	Unit(s)	Time Left	Rent Freq...	Type	Periodic Charge	Tenant	Balance	Status	Actions
<input type="checkbox"/>	SKJT6ND	Unit 22	3+ months	Monthly	Residential	25,000.00	Thalia Al Ghul	173,020.00	Active	⋮
<input type="checkbox"/>	SK37N3M	Unit 15	∞	Monthly	Residential	20,000.00	Joshua Kirika	167,870.00	Active	⋮
<input type="checkbox"/>	SK3HR3H	Unit 20	∞	Monthly	Residential	27,000.00	Catherine Wachira	167,005.00	Active	⋮
<input type="checkbox"/>	SKV13LH	Unit 15	3+ months	Monthly	Residential	20,000.00	Cathy Wachira	145,700.00	Active	⋮
<input type="checkbox"/>	SKWGIUF	Unit 35	3+ months	Monthly	Residential	15,000.00	Cathy Wachira	105,000.00	Active	⋮
<input type="checkbox"/>	SKV6KSB	Unit 13	∞	Monthly	Commercial	10,000.00	Caroline Wanjiru	82,500.00	Active	⋮
<input type="checkbox"/>	SK3L4TU	Unit 13	∞	Monthly	Residential	11,000.00	Robert wangai	78,993.00	Active	⋮
<input type="checkbox"/>	SK00HED	Unit 4	∞	Quarterly	Commercial	10,000.00	ABC Ltd.	59,600.00	Active	⋮
<input type="checkbox"/>	SKVJ7Q4	unit 8	∞	Monthly	Commercial	10,000.00	Robert wangai	59,300.00	Active	⋮

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Easy search for tenants

Resident mgt actions

Sortable resident details & balance

Paging for easy visibility

- SmartKodi supports both commercial and residential leases
- Balances are clearly visible and monthly, quarterly or annual billing is supported

# Homeowners Management



Dashboard Manage Users Mobile Money Messages Homes Maintenance Accounting Reports

Marquis HOA: HOA

Search Billing Code Search Unit Search Owner ADD OWNERSHIP

<input type="checkbox"/> Billing Code	Unit	Taxable	Periodic Charge	Owner(s)/Tenant	Balance ↓	Actions
<input type="checkbox"/> SY0Q2JU	UNIT A 007	Yes	5,100.00	Globetrot Logistic Ltd	98,235.08	⋮
<input type="checkbox"/> SY4ZA3D	UNIT A 003	No	500.00	Neo Rusty	63,023.08	⋮
<input checked="" type="checkbox"/> SYV2MSW	Unit 99	No	5,000.00	Melvin Mungai	55,100.00	⋮
<input type="checkbox"/> SY4RXGF	unit 111	No	8,000.00	Robert wangai	50,723.08	⋮
<input type="checkbox"/> SYW7ZBE	UNIT A 011	No	0.00	Kasuku Mulema	31,923.08	⋮
<input type="checkbox"/> SYNK39X	UNIT A 005	No	500.00	Mazda Fish	21,523.08	⋮
<input type="checkbox"/> SYKMNGQ	UNIT A 001	No	2,000.00	Kenneth Njendu/Cathy Wachira	19,430.00	⋮
<input type="checkbox"/> SYSYHRW	UNIT A 004	No	5,000.00	Robert wangai/aa aa	13,673.08	⋮
<input type="checkbox"/> SY0RJXM	Unit 100	No	2,000.00	Cathy Wachira/Melvin Mungai	10,000.00	⋮
<input type="checkbox"/> SYDRG9M	UNIT A 002	No	10,000.00	Steve Chege, Robert wangai/Richard Etyang	800.00	⋮

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Easy search for residents

Easily manage owners

Sortable resident details & balance

Separate owners for tenants

Paging for easy visibility

- SmartKodi supports separate invoicing or service charge (to owner) and utilities (to tenant).
- Balances are clearly visible and monthly, quarterly or annual billing is supported

# Work Orders & Maintenance



Dashboard Manage Users Mobile Money Messages Rentals Maintenance Accounting Reports

Test Facility 1: Premium

Work Orders

CREATE A WORK ORDER REQUEST SHOW SEARCH

REQUESTED PENDING **IN PROGRESS** COMPLETED REJECTED

Reference	Description	Vendors	Cost	Billed	Paid ↓	Priority	Applied To	Date Appr...	Approved By	Date Request...	Requested By	Actions
RAICNAKD	Maintenance Work or...	Stephen kamande	5,000.00	5,000.00	2,500.00	Medium	Asset: Generat...	27/09/2023	Robert wangai	05/09/2023	Peter Waweru	⋮
C3RQGB9I	Test	Nairobi water	1,160.00	1,160.00	1,160.00	Low	Repen Center	28/06/2021	Kenneth Njendu	24/06/2021	Kenneth Njendu	⋮
TTHREAST	Worn out water pipes	Nairobi water	9,000.00	1,000.00	1,000.00	High	Unit: Unit 1c in T...	23/03/2021	Kenneth Njendu	23/03/2021	Kenneth Njendu	⋮
IYWRUVVO	fix leaky faucet	Stephen kamande, Na...	700.00	700.00	700.00	High	Unit: Unit 3 in T...	11/01/2021	Kenneth Njendu	11/01/2021	Kenneth Njendu	⋮
DXLVBSTV	Electricity wiring	Mwenja Plumbers - Mi...	2,000.00	0.00	0.00	Medium	Unit: Unit 28 in ...	07/08/2023	Kenneth Njendu	07/08/2023	Kenneth Njendu	⋮
NAZWE16T	Maintenance Work or...	Steve Chege	1,500.00	0.00	0.00	Medium	Asset: Generat...	05/09/2023	Kenneth Njendu	05/08/2023	Peter Waweru	⋮
FXVE3STO	Fix leaking roof	Stephen kamande	6,000.00	0.00	0.00	Medium	Unit: Unit 2 in T...	22/03/2023	Kenneth Njendu	22/03/2023	Kenneth Njendu	⋮
SDPIVA7K	Fix the balcony railing	Stephen kamande	1,740.00	0.00	0.00	Medium	Unit: Unit 13 in T...	20/02/2023	Kenneth Njendu	11/02/2023	Robert wangai	⋮
F7QWB5PN	Cracked floor needs fi...	Catherine Wachira	15,000.00	0.00	0.00	Medium	Unit: Unit 2 in T...	01/02/2023	Kenneth Njendu	31/01/2023	Kenneth Njendu	⋮

Easily search work orders

View cost, amount billed and paid

Assign priority and owner for tasks

Work order approval to control costs

- Work orders can be defined in detail, assigned to vendors and have progress tracked.
- Visibility is granted to partial billing and partial payments.

# Utility Management



Dashboard Manage Users Mobile Money Messages Rentals Maintenance Accounting Reports

Test Facility 1: Premium

Search Utilities

ADD METER UPLOAD READINGS EXPORT UTILITIES BULK EDIT

Meter Number	Type	Read Frequency	Invoiced	Attached to	Rate Type	Rate	Standl...	Readings	Actio
meter unit 2	Electricity - Unit	Monthly	true	Test Facility 1, Unit 2	Fixed	200	45	READINGS (2)	⋮
water meter 2	On-Site Water - Property	Daily	false	Test Facility 1	Fixed			READINGS (10)	⋮
Generator 1	Electricity - Unit						100	READINGS (1)	⋮
landlord water meter	On-Site Water							READINGS (7)	⋮
Borehole meter 1	Electricity - Unit						500	READINGS (0)	⋮
water meter 3	Water - Unit						103	READINGS (24)	⋮
borehole meter 1	On-Site Water							READINGS (13)	⋮
elec meter 1.2	On-Site Electric							READINGS (3)	⋮
elec meter 3	Electricity - Unit						203	READINGS (6)	⋮

Meter Readings for water meter 3

Date	Reading	Read by	Location	Image	Invoiced	Last Edited	Edit	Delete
19/01/2022	1070	Jack Mitto	CWCB+QB	📷	✓		✍	
02/01/2022	1060	Jack Mitto	PQ9B+BP	📷	✓		✍	
30/12/2021	1050	Jack Mitto	PQ9G+PK	📷	✓		✍	
06/11/2021	1040	Jack Mitto	CWCB+QB	📷	✓		✍	

ADD READING CANCEL

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Manage Meters and set type and read frequency

Bulk upload readings

Manage Meters and set rates

View reading amount, picture, place and author

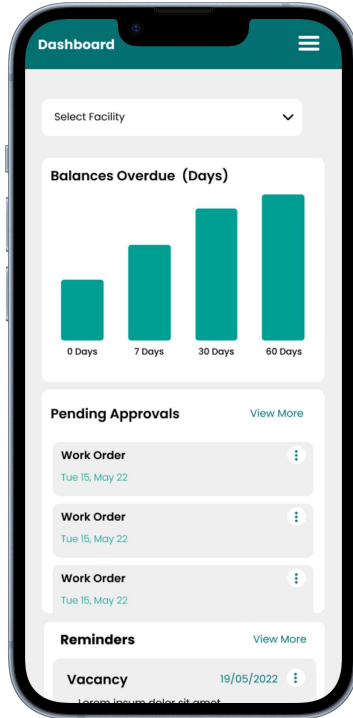
- Work orders can be defined in detail, assigned to vendors and have progress tracked.
- Visibility is granted to partial billing and partial payments.



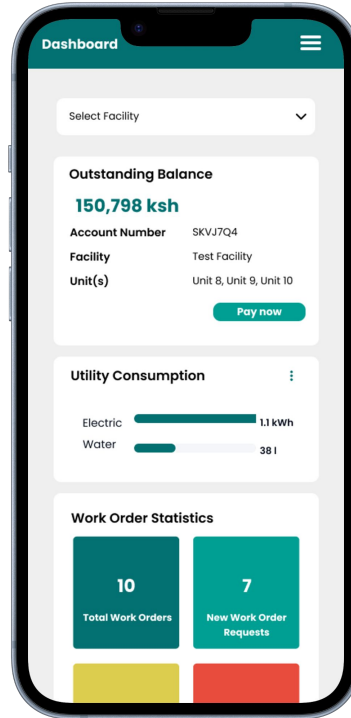
# Mobile Apps



## SmartKodi App

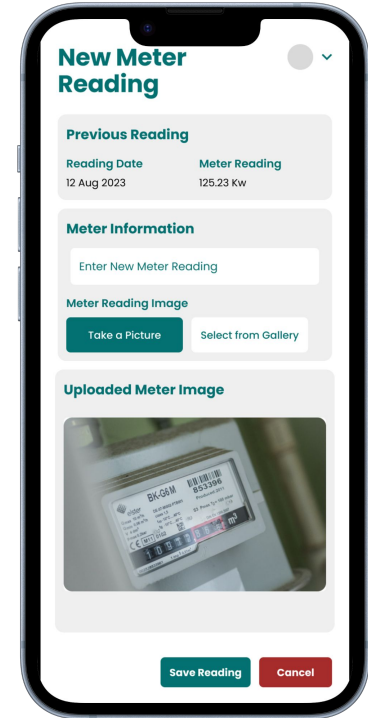


Building Management Dashboard



Resident Dashboard

## SmartKodi Meter App



Adding a utility meter reading

# Operational Reports



## Tenant Statement

Account No	From Date:	To Date:
SK3L4TU	01/01/2021	27/03/2021

### Lease Details:

Tenant: Robert Wangai  
 Property Name: Test Facility 1  
 Unit(s) Leased: Unit 1c

Date	Memo	Amount Due	Amount Paid	Balance
01/01/2021	Balance Brought Forward	---	---	393,000.00
07/01/2021	Rec # Y1DZHSH: reducing balance - Cheque	---	100,000.00	293,000.00
17/01/2021	Rec # PC61QCD2 : No details for this item - Cash	---	295,000.00	(2,000.00)
29/01/2021	Inv # D4UTHQ2Q : Invoice (February ) for Lease SK3L4TU	57,000.00	---	55,000.00
29/01/2021	Inv # GBYFHQHF : Invoice (February ) for Lease SK3L4TU	57,000.00	---	112,000.00
03/02/2021	Credit # B27W64LJ : Applying credit to lease SK3L4TU for the deposits for deleted units: Unit 9	---	100,000.00	12,000.00
03/02/2021	Inv # 12PACE4V : Deposit Invoice for addition of units: Unit 9; to Lease SK3L4TU	50,000.00	---	62,000.00
03/02/2021	Inv # FUHCBFNR : Deposit Invoice for addition of units: Unit 1c; to Lease SK3L4TU	10,000.00	---	72,000.00
03/02/2021	Credit # G1HDG51S : Applying credit to lease SK3L4TU for the deposits for deleted units: Unit 9	---	50,000.00	22,000.00
22/02/2021	Rec # UJ0BCNX9 : Receive - Cash	---	500.00	21,500.00
24/02/2021	Inv # 16XBWCW9 : Invoice (March ) for Lease SK3L4TU	10,000.00	---	31,500.00

Details Resident Statement

Monthly readings from 01/01/2021 to 30/03/2021									
Meter		January	February	March					
CJK3283	reading	4918	5412	5926	-	-	-		
	time	2021-01-21 13:05:23	2021-02-23 12:13:47	2021-03-29 09:31:52					
	image	iM4P6ZC.jpeg	IK38U2z.jpeg	GCW580o.jpeg					
J19LB011191E	reading	131	213	301	-	-	-		
	time	2021-01-21 13:05:58	2021-02-23 12:14:26	2021-03-29 09:32:35					
	image	HN6FPq21.jpeg	f7XnMXQ.jpeg	fGMKQXEz.jpeg					
C-CRK6454	reading	1977	2208	2437	-	-	-		
	time	2021-01-21 13:04:57	2021-02-23 12:13:21	2021-03-29 09:31:27					
	image	4OuZeQpw.jpeg	WicvwZDB.jpeg	nelysstf.jpeg					
J19LB011190D	reading	125	164	225	-	-	-		
	time	2021-01-21 13:05:39	2021-02-23 12:14:08	2021-03-29 09:32:17					
	image	mXcO1kKk.jpeg	107Gzcu4.jpeg	B3x5Gu5G.jpeg					

Utility Readings Export (images optional)

## Test Facility 1 - Collections Report - From 20-10-2021 To 18-11-2021

Unit	Name	October			November			Current Balance
		Balance BF	Increase	Decrease	Balance BF	Increase	Decrease	
Unit 4	Tony Stark	338,382.00	100.00	0.00	338,482.00	0.00	0.00	338,482.00
Unit 8, Unit 9, Unit 3	Bruce Banner	120,547.00	47,275.00	0.00	167,822.00	11,589.00	0.00	179,411.00
Unit 15	Natasha Romanoff	40,500.00	20,500.00	0.00	61,000.00	0.00	0.00	61,000.00
Unit 13	Peter Parker	156,000.00	50,000.00	50,000.00	156,000.00	0.00	0.00	156,000.00
Unit 13	Bruce Wayne	32,500.00	10,000.00	0.00	42,500.00	0.00	15,000.00	27,500.00
Unit 15	Wade Wilson	0.00	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00
Unit 1c	Carol Danvers	46,013.00	10,000.00	0.00	56,013.00	0.00	7,000.00	49,013.00
Unit 2, unit 7	Steve Rodgers	-5,885.41	646.00	0.00	-5,239.41	0.00	0.00	-5,239.41
Unit 20	Clark Kent	26,000.00	27,500.00	0.00	53,500.00	0.00	0.00	53,500.00
		<b>754,056.59</b>	<b>186,021.00</b>	<b>50,000.00</b>	<b>890,077.59</b>	<b>11,589.00</b>	<b>22,000.00</b>	<b>879,666.59</b>

Collections Report

# Financial Reports



SmartKodi Reports

**Balance Sheet**  
Cash Basis, As at 31/12/2020 to 31/03/2021  
EPREN MANAGEMENT LTD (Test Facility 1)

Asset	
Current Asset (Cash)	
Company Current Account	2,535,800.00
Company Savings Account	0.00
HCA Capital Account	0.00
Mobile Money	0.00
Petty Cash	(100,860.00)
Rent Account	0.00
Security Deposit Account	143,500.00
Undeposited Cheques	2,000.00
Undeposited Funds	224,150.00
Utility Deposit Account	0.00
<b>Current Asset (Cash) Total</b>	<b>2,804,590.00</b>
Current Asset	
Accounts Receivable	(3,754,054.59)
<b>Current Asset Total</b>	<b>(2,754,054.59)</b>
<b>Asset Total</b>	<b>50,535.41</b>
Liability	
Long Term Liability	
Mortgage Liability	0.00
<b>Long Term Liability Total</b>	<b>0.00</b>
Current Liability	
Accounts Payable	21,200.00
HCA Capital Liability	0.00
Other Liability	0.00
Prepaid Charge Liability	0.00
Prepaid Rent Liability	9,825.41
Security Deposit Liability	60,000.00
Utility Deposit Liability	0.00
VAT Control	1,846.00
<b>Current Liability Total</b>	<b>92,971.41</b>
<b>Liability Total</b>	<b>92,971.41</b>
Equity	
Equity	
Opening Balance Equity	0.00
Owner Contribution	0.00
Retained Earnings	0.00
<b>Equity Total</b>	<b>0.00</b>
<b>Equity Total</b>	<b>0.00</b>
<b>Total</b>	<b>(42,436.09)</b>

Balance Sheet

SmartKodi Reports

**Income Statement Report**  
Cash basis, From 31/12/2020 to 31/03/2021  
EPREN MANAGEMENT LTD (Test Facility 1)

Account	Amount
<b>Income</b>	
Electricity	1,556.00
Water	572.00
Parking Income	0.00
Rent Income	71,134.00
Service Charge Income	0.00
Interest Income	0.00
Other	0.00
Late Fee Income	0.00
Legal Fee	0.00
Base Station Income	0.00
Other Income	0.00
Repairs Income	0.00
Management Fee Income	0.00
Cleaning Income	0.00
<b>Subtotal</b>	<b>73,264.00</b>
<b>Expenses</b>	
Advertising	0.00
Electricity	0.00
Management Fees	0.00
Mortgage Interest	0.00
Water	55,900.00
Transport	0.00
Insurance	0.00
Commissions	0.00
Salaries and Wages	0.00
Other Expenses	0.00
Loss on Asset	0.00
Bank Fees	0.00
Other	(4,700.00)
Postage and Delivery	0.00
Legal Fees	0.00
Cleaning Expense	0.00
Supplies	0.00
Depreciation	0.00
Professional Fees	0.00
Periodic	0.00
Licenses and Permits	0.00
Electrical	39,000.00
<b>Subtotal</b>	<b>90,200.00</b>
<b>Total</b>	<b>(16,936.00)</b>

Income Statement

SmartKodi Reports

**VAT Report**  
As of 31/12/2020 to 31/03/2021  
EPREN MANAGEMENT LTD (Test Facility 1)

Description	Entry date	Amount
<b>Debit VATs</b>		
sockets (VAT 16.00%)	12/02/2021	480.00
2 50 meter rolls (VAT 16.00%)	12/02/2021	1,600.00
sockets (VAT 16.00%)	12/02/2021	480.00
2 50 meter rolls (VAT 16.00%)	12/02/2021	1,600.00
Unit 9 - February Rent (VAT 14.00%) - Invoice # GBYFHQHF	03/02/2021	5,000.00
Unit 9 - February Rent (VAT 14.00%) - Invoice # D4UTHQZQ	03/02/2021	7,000.00
<b>Total</b>		<b>16,160.00</b>
<b>Credit VATs</b>		
Unit 3 - Rent (VAT 14.00%)	11/01/2021	14.00
unit 8 - Rent (VAT 16.00%)	15/02/2021	800.00
Unit 9 - February Rent (VAT 14.00%)	29/01/2021	7,000.00
Unit 9 - Rent (VAT 16.00%)	16/03/2021	480.00
Unit 3 - Rent (VAT 14.00%)	04/01/2021	14.00
Unit 3 - Rent (VAT 14.00%)	19/01/2021	14.00
Unit 3 - Rent (VAT 14.00%)	02/02/2021	14.00
Unit 3 - Rent (VAT 16.00%)	08/03/2021	16.00
Unit 9 - Rent (VAT 16.00%)	15/02/2021	480.00
Unit 3 - Rent (VAT 16.00%)	16/03/2021	16.00
Unit 3 - Rent (VAT 16.00%)	15/02/2021	16.00
VAT (16%) - broken windo	28/02/2021	32.00
unit 8 - Rent (VAT 16.00%)	08/03/2021	800.00
Unit 3 - Rent (VAT 14.00%)	26/01/2021	14.00
Unit 9 - Rent (VAT 16.00%)	08/03/2021	480.00
Unit 9 - February Rent (VAT 14.00%)	29/01/2021	7,000.00
unit 8 - Rent (VAT 16.00%)	16/03/2021	800.00
Unit 3 - Rent (VAT 16.00%)	08/02/2021	16.00
<b>Total</b>		<b>18,006.00</b>
<b>VAT Owed</b>		<b>1,846.00</b>

Tax Reports

## Villasoft Limited

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