



DIAMANTE  
CABO SAN LUCAS



# Property Management Services

*Your Home, Our Priority*

2025



## *Welcome to Diamante Cabo San Lucas Property Management Services*

At Diamante, we understand that effective property management is the key to maximizing the value and potential of your property. Our dedicated team is here to provide tailored solutions that ensure your property operates smoothly, efficiently, and profitably.

All of our employees are highly qualified, professional, and trustworthy, dedicated to delivering the highest standard of service consistently.

With years of experience in managing residential properties, we offer a comprehensive range of services designed to meet the unique needs of each client. From day-to-day operations, maintenance, rentals management to hurricane preparation and pest control, we handle it all with professionalism and attention to detail.

In this brochure, you'll find information about the full scope of services we offer, our approach to property management, and how we can help you achieve your property goals. We pride ourselves on building lasting relationships, ensuring satisfaction, and providing a seamless experience for all homeowners and their families.

Let us show you how Diamante can make property management a hassle-free, rewarding experience for you.



# The Property Management Team

*We are committed to providing protection to your assets.*

You have made a significant investment in owning a home in one of the world's most prestigious communities. Our Property Management Team is dedicated to supporting you year-round, ensuring your assets are well-maintained for your enjoyment for many years to come.

*The Diamante Property Management Team is committed to exceeding all your needs and ensuring your home stays in peak condition at all times.*

Discover the benefits of partnering with our Property Management Services. From expert maintenance and seamless communication to personalized care, we are committed to ensuring your property is well-managed and your investment is protected. Let us handle the day-to-day tasks, so you can enjoy peace of mind and the full potential of your property.

If you choose to hire a Property Manager, the team will assign one to you, available daily from 8am-6pm. The Property Manager's duties include:

- Communicating with the homeowner for all property needs
- Scheduling and overseeing arrivals and departures, and villa setup
- Scheduling and overseeing all maintenance, housekeeping, and contracted services for your home
- Maintaining accurate up-to-date financial and expense records for your home
- Communicating all monthly, quarterly, and annual financial responsibilities to the member
- Weekly visual inspections of your residence
- Produce a monthly report for the member
- By hiring our property management services, you gain access to exclusive pricing for other services

The Property Management Team will also ensure all required payments are timely completed, this will include, but it's not limited to, utility bills, including:

- Gas
- Electric
- Water
- Property Management charges
- Maintenance charges
- Property taxes

Should you decide not to hire a Property Manager, please be advised that administrative fees will be applicable for any management-related tasks or services required.

## Landscaping Services



Our monthly landscaping service is focused on enhancing the beauty and curb appeal of your property. This services includes weekly visits to maintain your home's plants.

- Lawn care - regular mowing, edging, trimming, and fertilization to maintain healthy lawns
- Plant maintenance - pruning of trees, shrubs, and bushes to maintain health, shape, and appearance
- Removal of landscape waste - removal of leaves, dead plants, and debris
- Fertilizing - application of fertilizers, soil testing, and amending to improve plant health and soil quality
- Plant fumigation - Integrated pest management techniques to protect plants from pests and diseases
- Irrigation inspections - designed to ensure that your irrigation system is functioning efficiently and effectively

Our team of expert landscapers can also offer personalized recommendations and advice to help you create and maintain a beautiful, functional, and sustainable outdoor space. Whether you're looking to redesign your garden, improve your lawn, or address specific challenges such as drainage or pest control, we provide tailored solutions that suit your property's unique needs.





## Housekeeping Services

Our housekeeping service offers homeowners the flexibility to choose from five different service options, tailored to meet your specific needs. Whether you're looking for routine cleaning, deep cleaning, or specialized services, we provide customizable solutions to keep your home spotless and comfortable.

### Stayover Full Cleaning Service

Bedrooms, Bathrooms, Media Room, Kitchen, Dinning - Living Room, Courtyard, Garage, Upper Terrace, Pool Terrace.

- Vacuum, sweep and mop floors
- Empty trash cans and replace bags in clean baskets
- Dust furniture, vacuum armchairs, and rugs
- Complete bathroom cleaning and refill amenities
- Replace towels and robes for clean ones
- Remove glass stains
- Make beds (clean sheets or the same ones, upon owner's request)
- Wash dishes, load dishwasher, put away clean dishes
- Clean stove, oven, coffee maker, blender, toaster, microwave, granite surfaces, stainless steels
- Wash windows, frames and rails on the outside
- Shake out cushions and rearrange them
- Check if traps need to be changed
- Clean BBQ area. Apply degreaser to BBQ if needed

### Arrival Cleaning Service

Bedrooms, Media Room, Kitchen, Dinning - Living Room, Courtyard, Garage, Upper Terrace, Pool Terrace

- Clean upper parts of the house (fans, closet, dining room chandelier)
- Vacuum, sweep and mop floors
- Wash exterior shower floors, WCs and sinks
- Dust furniture, clean drawers inside houses that allow it
- Clean kitchen surface, ice machines and stainless steel
- Check refrigerator for cleanliness
- Clean all beams, lanterns, chandeliers, and mirrors
- Dust furniture, rearrange and set up cushions
- Clean trash cans
- Check if traps need to be replaced
- Clean all furniture covers, remove and store them dry
- Clean roofed terrace fans and horns
- Clean doors, lanterns, BBQ area, furniture and decorations
- Set up umbrellas and pool towels

### Stayover Light Cleaning Service

Bedrooms, Bathrooms, Media Room, Kitchen, Dinning - Living Room, Pool Terrace

- Remove trash
- Clean WCs and sinks
- Refill amenities (toilet paper, soap, cream and shower products)
- Change dirty towels for clean ones
- Make beds with same linens
- Correct placement of decorative cushions
- Empty trash and replace bags in clean baskets
- Load dishwasher, general cleaning of kitchen surfaces

### Check-Out Cleaning Service

Bedrooms, Bathrooms, Media Room, Kitchen, Dinning - Living Room, Courtyard, Terraces, Garage

- Vacuum, sweep and mop floors
- Empty and clean trash cans
- Complete bathroom cleaning and refill amenities
- Replace dirty towels and robes for clean ones
- Make beds with clean linen
- Dust furniture, store cushions, vacuum armchairs and rugs
- Wash dishes, load dishwasher and put clean dishes away
- Clean stove, oven, hood, electrodomestics, inside of refrigerator, granite surfaces and stainless steel
- Place furniture covers for TV, Mini Fridge, Keys, BBQ, etc.
- Check umbrellas, close, tie and store them in the garage
- Wash BBQ if it has been used
- Check if traps need to be changed

### Vacant Home Cleaning Service

Interior and Exterior

- Sweep floors (washed once a month), vacuum carpets, mop
- Dust furniture, wash toilets, remove window stains
- Clean floor coverings, furniture surfaces and decorations
- Clean lanterns, pergolas (once a month), grill area, garage
- Wash windows, skylights, frames and rails, replace traps

## Rentals Program

### *Rent properties directly with Diamante.*

If you're a homeowner looking to rent your property, we invite you to join the Diamante Rental Program.

Our program offers a seamless and professional approach to property management, providing you with peace of mind while maximizing your rental income.

With a dedicated team handling everything, you can trust us to take care of the details so you can enjoy the benefits of renting your residence.

We pride ourselves on personalized service and transparent communication, ensuring that both property owners and tenants have a positive experience.

Let us help you make the most of your property — contact us today to learn more about how our Rental Program can work for you. For more information, visit [www.rentals.diamantecabosanlucas.com](http://www.rentals.diamantecabosanlucas.com)





## Maintenance Program

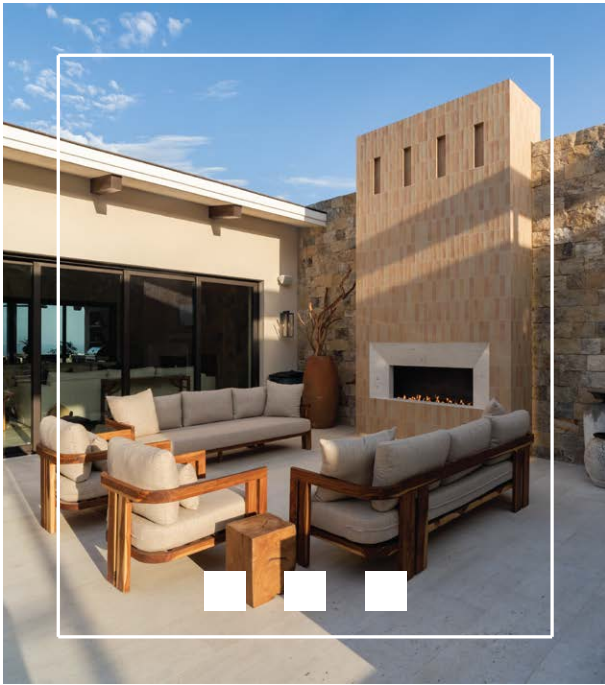
Our maintenance program is directed your home will be conducted in order to ensure the proper functioning of the items listed below. A full report of the inspection and list of work orders will be available for the homeowner's review.

### Monthly Services

- Visual inspection of exterior home.
- Visual inspection interior (paint/furniture/doors/lighting)
- Cistern level inspection/valve condition
- Battery replacement for smoke detectors, carbon monoxide detectors, fire-pits and remotes
- Detailed inspection of glass surfaces and lights.
- HVAC maintenance including regular filter cleaning/replacement and inspection of all supply and return registers.
- Water pressure checks & testing
- Weather-related damage and hazard inspection
- Inspection of all water spigots and pressure regulator
- Inspection and drain/refill of water heater system in accordance with manufacturer specification
- Check drainage of all plumbing fixtures.
- Inspect all caulking and grout joints for showers, toilets, sinks and bars
- Inspect all doors, door locks, and weather stripping
- Inspection & operation testing for appliances and fixtures.
- General maintenance repairs\* included
- Emergency response assistance within business hours.
- Detailed monthly report

**Members who subscribe to the Maintenance Program are eligible for discounted rates on maintenance labor.**

\* General maintenance repairs include basic drywall repairs, touch-up paint, clean aerators, changing light bulbs, lubricating drawers/door, tightening handles, minor clogs.



## Cantera Sealing Program

Sealing Cantera floor is important to protect it from stains, moisture and wear. It is recommended to perform this task yearly. Cantera is a porous material, and without sealing, it can easily absorb liquids, leading to discoloration and damage over time. A proper sealant enhances durability, preserves the natural look, and makes maintenance easier by preventing dirt and grime from penetrating the surface.

The Cantera Sealing Program includes:

- Sealing of all canteras areas: pool, terrace, rooftop and courtyard.
- Grouting the areas that need it.

## Pool and Spa Maintenance

Our Pool and Spa Maintenance service ensures your water stays clean, balanced, and safe year-round. From regular cleaning and chemical testing to equipment checks and repairs, we provide comprehensive care to keep your pool or spa in perfect condition, as well as expert advice on improvements and upgrades. Weekly we will:

- Clean and vacuum
- Check water and chemical levels
- Check spa equipment operations

In case any equipment needs to be repaired or requires maintenance, our staff will coordinate and supervise the work once the owners has approved it.

Standard treatment products are included.





## Automobile and Golf Cart Inspections

Our automobile and golf cart inspection services ensure your vehicles are always in top condition. Whether it's your car or golf cart, our expert team provides reliable, efficient care to keep you moving smoothly and safely.

### Basic Vehicle Inspection

- Tire pressure and life check
- Battery charge check (multimeter)
- Level check (engine oil, antifreeze, steering oil, brake oil)
- Gasoline level check. (dashboard)
- Inspection of damage around the vehicle (bodywork)

### Golf Cart Inspection

- Check Air pressures all tires
- Check battery fluid levels
- Battery inspection (Voltage/Condition)
- Exterior Condition inspection
- Basic electrical inspection

### Full Vehicle Inspection

- Tire pressure and life check
- Battery charge check. (multimeter)
- Level check (motor oil, antifreeze, steering oil, brake oil)
- Gasoline level check. (dashboard)
- Inspection of damage around the vehicle (body)
- Inspection of brake pad life percentage.
- Visual suspension inspection to recommend any change.
- Lights inspection (exterior)



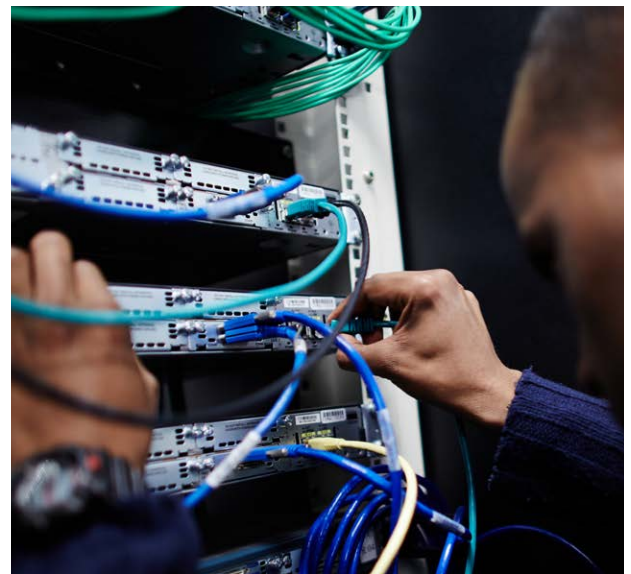
### Additional Vehicle Services Available

- Jump start.
- Battery charge and acid leveling.
- Battery change.
- Tire pressure calibration.
- Flat tire repair
- Tire change.
- Tie Balancing.
- General brake change (brake pad change, disc and fluid change)
- Suspension diagnosis and recommendation
- Computer diagnostics
- Change of lights (exterior, headlights, etc.)

## IT Services

Our IT Services are offered à la carte, giving you the flexibility to choose the tech support you need. With the expertise of our top-tier IT professionals, we provide everything from home network setup and device troubleshooting to security services and smart home integration.

Tailor your service to fit your lifestyle and enjoy unparalleled support from the best in the industry.





## Hurricane Preparation

Hurricane season in Cabo typically runs from June to November, with the highest risk of storms occurring between August and October. During this time, it's important to stay prepared. Our staff will follow the process as set by the homeowner should there be a weather event.

- Storing outdoor furniture
- Mount and dismount TV's and fans
- Cover and secure Fire-pits and BBQ
- Secure drawers and entrance lamps
- Close angular valves
- Disconnect TV's and lamps
- Turn off the breakers of the Ice Maker, Recirculation Pump, Garbage Disposer
- Close propane gas valve
- Set Air-conditioning according to the profile
- Properly close and lock all windows and doors
- Uninstall specific hanged items

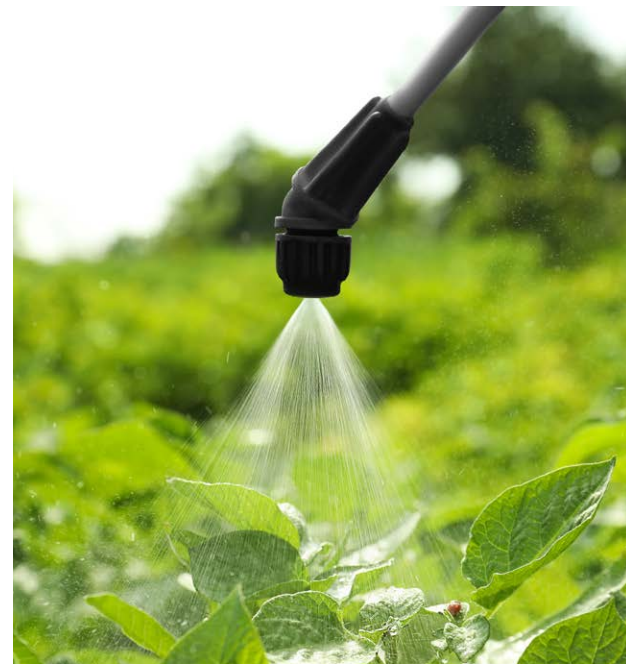
This services includes a full report of your house being closed for the season once the homeowner has authorized it. Pricing for this service is per event and dependent upon scope of work.

## Pest Control and Fumigation

Our pest control and fumigation services are designed to provide comprehensive protection for your property, ensuring a pest-free environment. Using advanced methods, we effectively address infestations of all kinds, from insects to rodents, with minimal disruption to your home. This program includes:

- Once a month exterior and interior fumigation for insects and rodents
- Replacements of sticky traps
- Inspection and removal of any insects or rodents from exterior traps

Species that require a different treatment and products will be quoted separately.





DIAMANTE  
C A B O S A N L U C A S

---

Property Management Services  
+52 (624) 144 2900 ext. 2131 & 2132  
[propertymanagement@diamantelife.com](mailto:propertymanagement@diamantelife.com)