Being a Member

How often do you wish that you could leave your Norfolk home knowing that when you returned, the linen would be laundered, the beds made up, the house clean and tidy, the fridge stocked with food, and the garden weed-free? All without any input from you — apart from your shopping list!

And what of those infrequent but tedious projects like painting and decorating, maintenance jobs such as servicing the boiler, cleaning the carpets or replacing light bulbs — the list is endless. Maybe you would rather someone else organised them to be done when you were not there?

Well, it needn't be an impossible dream for members of Our Man in Norfolk. Your membership fee entitles you to:

• a secure key-holder service (if desired);

 a monthly security check and report on your property;
 unlimited telephone support and email

contact via the members page on the website;
regional news and views on people, places,
facilities and events (via the website):

 access to a wide range of services which will be subject to a detailed monthly invoice against agreed costs.

When you are a member of Our Man in Norfolk, all you have to do is ask!



Welcome

Our Man in Norfolk, a complete second home service, was the inspiration of Nigel Tompkins, once a second home owner in Norfolk, now a full time resident.

Throughout the 1990s, Nigel worked with Adrian Green, helping to build a highly successful property management business, which provided a complete property fit-out and maintenance service to some of the UK's best-known high street retailers. Nigel, together with his wife Heather, son Philip and daughter-in-law Liz, has teamed up with Adrian again to offer a comprehensive service to second home owners, which he and his family would have benefited from in

Our Man in Norfolk offers a variety of practical services, support and advice to second home owners in Norfolk who do not let out their property on a commercial basis. By removing the burden of mundane tasks, Our Man in Norfolk will ensure that members who would rather enjoy their holiday than have to work, can do just that.

> A complete second home service from Our Man in Norfolk.

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Services Available

The range of services which can be organised and undertaken by Our Man in Norfolk relating to your second home in the county is highly comprehensive and includes, but is not limited to:



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Security - Regular property security visits and reports between your visits.



Key Management - Acting as a key holder, responding to your instructions to give visitors access to your home.



Domestic, carpet, curtain and window cleaning - A service which ensures your home is always dust free and spotless



Laundry - Laundering bed linen and towels before and after visits.



Food, wine, and general goods delivery - Ensuring you and your visitors have specific shopping requirements in the kitchen on arrival.



Gardening - Lawns mowed, paths swept, hedges trimmed, flowerbeds weeded and planted throughout the year



theatre/event tickets - A service reserving tables in restaurants and local pubs, booking theatre or specific event tickets.



Property maintenance - Organising and managing emergency repairs and routine preventative maintenance at your home.



Interior and exterior re-decoration - Organising and managing professional painters and decorators to keep your home in first class condition



first time visitors to your second home know where to find everything.



Airport/Railway station
pick-up/drop off - Arranging for you and your
visitors to be collected from and taken to arrival and departure points.



Mail collection and redirection - Collecting and redirecting all mail as part of the regular security check procedure.



A regular tank check and top-up service.