

CO-HOSTING AND VIRTUAL ASSISTANT SERVICE

by SBJ Consulting

Discover a new dimension in short-term rental co-hosting and virtual assistant services

Allow me to relieve you of the stress associated with short-term rental management.

I can manage your online presence, bookings and guest communication, as well as handle turnovers. This allows you, the host, to focus on expanding your venture while ensuring guests receive the highest standard of service.

My remote co-hosting and virtual assistant services are designed to support your online presence and assist the operational aspects of your business, regardless of your property's location.

I help you identify and address key issues that may be hindering your success, while implementing tailored strategies and solutions to achieve optimal bookings at the best possible rate.

COMMISSION FREE VIRTUAL SHORT-TERM RENTAL SERVICES

Pay a flat monthly fee, and benefit of my virtual assistance services, no matter the amount of bookings.

Sign-up for a 3-month lock-in-period and benefit from guaranteed results at greatly reduced prices.

YOUR CHOICE

N°of UNITS	MONTH by MONTH	3-MONTHS DEAL
1 to 2	225 € monthly	175 € per month
3 to 4	375 € monthly	265 € per month



My remote co-hosting and virtual assistant services offer a convenient solution to streamline your short-term rental business, increasing profitability and reducing hassle.

I offer you a transparent, flat-fee pricing structure that makes professional short-term rental management affordable. No hidden fees or surprises - just straightforward, cost-effective solutions.

My services are dedicated to supporting you in identifying the competencies and strategies that will be most beneficial to your business, while benchmarking your property's needs.

Im offering you the opportunity to purchase my co-hosting virtual assistant service on a month-to-month basis, which means flexibility guaranteed. Be aware however that due to the nature of our business, the full scope of some of the desired results may not be attained within one month.

At your convenience, let us have a brief complementary 30-minute initial one-to-one consultation to get a quick overview of your expectations and how I can assist your property.



BOOKING MANAGEMENT

This role entails the maintenance of an up-to-date calendar, the management of bookings, the confirmation of reservations and the coordination with guests on check-in and check-out details. By overseeing the booking process, I can guarantee that as a host, you will have a smooth and organised schedule, minimising the risk of double bookings and optimising occupancy rates.

GUEST COMMUNICATION

Timely response to guests' communication is a fundamental aspect of the booking process. It is crucial to address guest enquiries promptly, provide essential information and address any concerns or issues that may arise before, during and after the guest stay. Effective guest communication enhances the overall guest experience, which in turn leads to positive reviews and repeat bookings.

PROPERT LISTING OPTIMISATION

One of my key responsibilities is creating and optimising property listings on platforms such as Airbnb, Booking.com, VRBO and most importantly your very own website. My expertise lies in crafting compelling SEO ready property descriptions, selecting attractive photos, and ensuring all relevant details are highlighted. It is my responsibility to stay up to date with market trends and competitor activity. My role is to help you make the most of your property's visibility and attractiveness, which in turn leads to increased bookings and improved return on investment for the property owner.

RATE & REVENUE MANAGEMENT

I am adept at monitoring market trends, local events, and seasonal variations to make strategic adjustments to rental rates on a regular basis. By conducting regular market analyses, I am able to optimise rental rates in line with demand to maximise revenue. This ensures that your listings remain competitive and capitalise on peak demand periods.

HOUSEKEEPING COORDINATION

Of utmost importance is my ability to coordinate with your onsite housekeeping and or maintenance team. Through clear and effective communication, I will schedule cleaning services between guest stays, ensure the property is well-maintained, and promptly address any maintenance issues reported by guests. This proactive approach contributes to a positive guest experience and the overall upkeep of the property.

REVIEW MANAGEMENT

The management of reviews is an essential component of reputation enhancement, and a key driver of guest engagement. By fostering a culture of guest feedback, property managers can identify areas for improvement, address guest concerns, and ultimately, strengthen the credibility of the property.

MARKETING & PROMOTIONS

Marketing and promotional activities form the backbone of my services and represent a crucial aspect of my role. My duties include creating engaging social media content, using branded posts, running targeted advertising campaigns and exploring partnerships with the aim of increasing the property's visibility. By employing strategic marketing techniques, I facilitate a consistent stream of bookings and guarantee that your property remains at the forefront of potential guests' minds.