

# Yardi Voyager Condo, Co-op and HOA



Automate workflows and reduce costs for managing condos, co-ops and homeowner associations with a complete online solution.



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Yardi Voyager Condo, Co-op and HOA is a complete browser-based solution for managing condominiums, co-ops and homeowner associations. This comprehensive system features a single integrated database with tools to track ownership and charges, calculate fees, collect payments, monitor maintenance, enforce bylaws and more. Eliminate manual processing errors and increase efficiencies by automating workflows and offering online services.

## Automated Workflows

Voyager includes industry-leading accounting and association management capabilities. Easily calculate percentage-based fees, track changes of ownership and transfer scheduled charges. Automatically calculate one-time charges so you don't have to manually create retroactive fee changes or special assessments.

## Online Access

Optimize ease-of-use across your organization with the Voyager online platform. Financial, management and administrative teams can work anytime, anywhere there's an Internet connection with mobile access from smartphones and tablets. Ensure database security with user-based permissions.

## Flexible System

Tailor screens, menus and reports to suit your organization and to adapt to regional regulations and changes in accounting principles. Extend the versatility of Voyager by adding CONDOCafé to provide additional online services, including secure owner access to view ledgers, make payments and update contact information.

## Integrated Maintenance

Enter, edit and post work orders, add specific instructions for staff and vendors, document the status of any project, create charges and payables directly from the work order record and use work order reports as dispatch tools. Add the Yardi Maintenance Mobile app to enter and manage maintenance activities via smartphones. With Yardi Inspection Mobile your staff can complete inspections for violations and architectural reviews using their mobile devices — and upload the data directly to Voyager.

The top screenshot displays the 'Condo, Co-op & HOA Dashboard' for Monday, May 02, 2016. It features a navigation menu on the left with categories like Roles, Reports, Charges, Receivables, Payables, G/L - Domestic, Condo/Co-op/HOA, Setup, Administration, Purchasing, and Inventory. The main content area is divided into several sections: 'Maintenance' (Pending Work Requests: 0, Completed W/O Followup: 0, Purchase Orders: 0, Tasks Pending: 0, Tasks Past Due: 0), 'Summary' (Meetings: 0, Active Board Members: 0, Purchases In Progress: 0, Legal Count: 0, Total Persons: 22, Total Legal Owners: 21), and 'Details' (Owner Occupant: 22, Owner Absentee: 0, Tenant: 1). There are also links for 'A/P Summaries', 'A/R Details', 'Unit ID', 'Item ID', 'Item History', 'Master Contacts', 'New Service Request', and 'Violation Management'.

The bottom screenshot shows the 'HOA Unit' details for Unit 100. The address is Amalida Dr, 102, Phoenix, AZ 85008-4756, US. The property is identified as 'condo01'. The unit type is 'condo01' and the unit class is 'HOA'. The emergency assist status is 'No' and the owner occupancy status is 'Yes'. Below this, there are tabs for 'General', 'Scheduled Charges', 'Unpaid Charges', 'Contacts', 'Keys', and 'Other Info'. The 'Contacts' tab is active, showing a table of owners:

Type	Name	From	To	Office	Home	FAX	E-mail
Owner Occupant	Mark Stanister (L)	01/01/2007		(987) 654-3217 x654	(988) 769-8765 x4		mark@yulshop.com
Child	Rita Stanister (L)	01/01/2007					

At the bottom of the unit details, there are fields for 'Unit' (100), 'Parcel Number' (County), 'Related Units', and 'CONDOCafé' (Exclude).

Customizable dashboards maximize efficiency and transparency by allowing you to see unit-specific tasks, ownership, charges and fees in a single user-friendly interface.

# Simplified Rental Pools

Manage rental units for association owners who do not occupy a unit. If an owner asks you to manage a rental or series of rentals, you can add the unit(s) to a rental pool property in the system, add a property owner record, then move a tenant into the unit and collect monthly rent. Rental pool chargeback invoices automate the data entry from a receivable charge on the condo to a payable in the rental pool property. And with the Condo Violations mobile app, you can enter violation data from a smartphone or tablet.

# Easy Board Updates

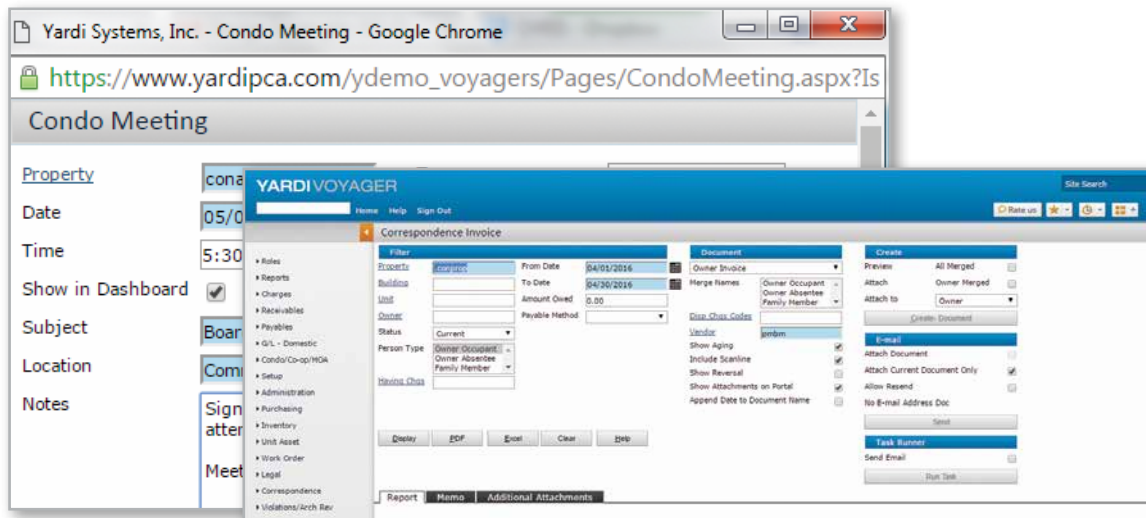
Maintain and update board member lists and create sign-in sheets for board meetings. Scan and attach meeting minutes to the integrated meeting record. Board members have secure, 24/7 access to essential association reports through CONDOCafé.

# Built-in Violation Management

The built-in violation management workflow monitors and tracks bylaws per association. In the event a bylaw is violated, you can create custom letters with language from the CC&Rs, manage the distribution of violation letters to owners and charge fines to each owner. The violation management workflow will also allow for tracking architectural review processes within a community.

# Key Features

- Fee calculation based on percentages, shares or user-defined amounts
- Single or multiple unit to owner relationships
- Change of ownership tracking and charge transfers
- Special assessments calculation and automated retroactive fee charges
- Board member and meeting reporting tools
- Integrated maintenance, inspection and violation functionality
- Rental unit management views from the condo module pages



Create reminders, notices, invitations, owner statements and records of transactions through the Correspondence feature that enables Voyager to attach copies of generated condo letter reports to either the owner or unit records.



## Key Benefits

- Ensures accuracy across your organization with a single integrated database
- Maximizes efficiency with automated workflows
- Reduces costs by decreasing manual errors and redundancies
- Adapts to your business via configurable settings
- Tracks ledgers, maintenance, inspection and violation data
- Maintains critical board member and meeting records
- Integrates with optional Yardi solutions for online owner portals and paperless certificate processing



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