

BOURN & JACOBS
Property Concierge

— PROPERTY CONCIERGE · SYDNEY

Because every detail matters

A private property advisory and management practice for Sydney homeowners and investors who value expertise, discretion and personal attention.

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We believe every property decision should protect what you have today, enhance its potential and create lasting value for the future.

We provide tailored property services for clients who value expertise, discretion and personal attention. From buying the right property and building a stronger investment portfolio to professionally managing and protecting your assets, Bourn & Jacobs brings trusted advice and experienced oversight to every stage of property ownership — making property simpler, more rewarding and less demanding.

— DESIGNED FOR THOSE WHO ...

- 01 Prefer the freedom of having trades, maintenance and household matters expertly managed on their behalf.
- 02 Value a more personal approach, with a single trusted point of contact for everything property.
- 03 Want to enjoy the life they've created, without the day-to-day demands of managing property.
- 04 Value privacy and discretion, with their property and personal affairs handled in complete confidence.

Discretion is a baseline, not a feature. Every residence is met first in person, and every engagement is shaped around the household it serves.



Buy Well. Manage Wisely. Own Better.

I Residence Management

A beautifully maintained home, without the time and effort it takes to manage one.

- Routine maintenance calendars
- Trusted trades & contractor liaison
- On demand immediate maintenance
- Suppliers, accounts & invoicing
- Regular property inspections

II Investment Management

Considered stewardship of your property as a financial asset — protecting capital value and optimising returns.

- Leasing strategy & tenant selection
- Rental appraisals & market positioning
- Income, expenses & performance reporting
- Lease negotiation & renewals
- Compliance, insurance & risk oversight

III Buyer Advocacy

Representing private buyers and investors in sourcing exceptional residential properties across Sydney.

- Exclusive off-market sourcing
- Meticulous due diligence & research
- Discreet representation at auctions
- Negotiation & contract strategy
- Guidance aligned to your goals

IV Project Oversight

Hands-on consultancy identifying upgrades that lift capital value and rental yield.

- Renovation & refurbishment management
- Interior design & sourcing
- Landscaping and pool projects
- Tender review & contractor selection
- Site visits, reporting and timelines

Engagements are tailored to each residence and each household. Most clients retain us on an ongoing basis; others ask us in for specific projects or seasons.



Matt Bourn

A career built on hospitality and service, then on building and leading one of Sydney's most successful property agencies. Matt brings that same standard of care to a smaller, more personal practice — advising owners, mentoring teams and holding every detail of a home to account.

CALL MATT 0416 108 909



Peter Jacobs

A Chartered Accountant with a Master of Taxation Law and some three decades across finance and senior executive roles. Peter brings rigour to structure, performance and long-term value — and the perspective of a property investor in his own right.

CALL PETER 0402 067 556

It would be a pleasure to start a conversation and explore how Bourn & Jacobs can make property ownership simpler, more rewarding and more enjoyable.

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