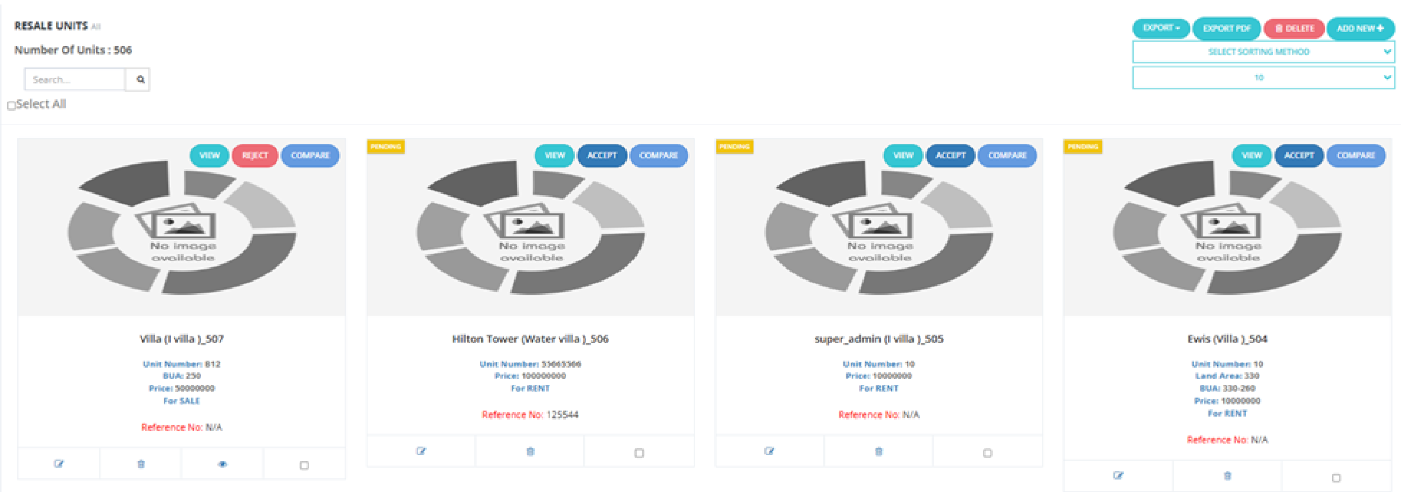
Resale — Resale Units

Overview

The **Resale Units** section is where all resale properties submitted by owners are listed and managed. Units start in **Pending** status and must be **Accepted** before they can be shown to clients and sold.

> 🔒 **Owner Privacy:** The owner's details (name, contact info) are not visible on the resale unit card — the unit is shown without revealing the owner's identity. Interested ask the salesman directly, who then connects them with the owner privately. This keeps the salesman central to the deal and protects the owner's information.



Selling a Resale Unit — The Pipeline

Once a unit is **Accepted**, click **VIEW** button on the unit card to select client. The process is the same as Primary Units:

```
Show → Hold → Contract
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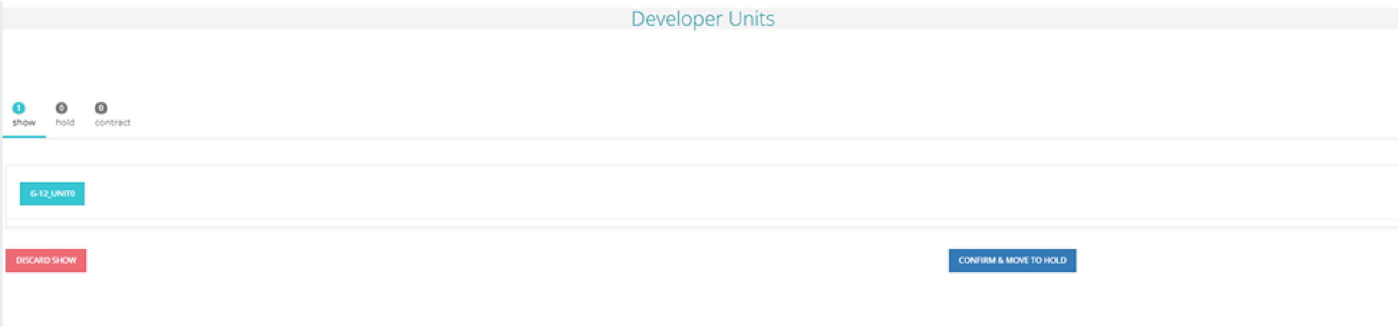
Show Stage

The unit is shown to the client.

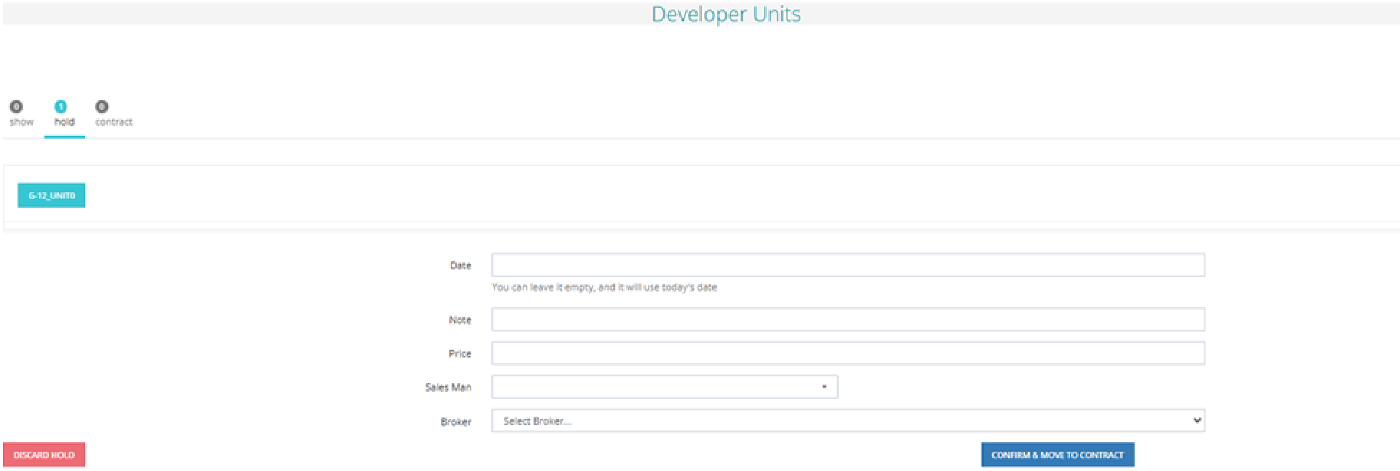
Button	Description
Confirm & Move to Hold	Client confirms interest — moves to Hold.
Discard Show	Cancel the show — unit returns to available.



Hold Stage

Fill in the hold details:

Field	Required	Description
Date	Optional	Contract date — leave empty to use today's date.
Note	Optional	Any note on this hold.
Price	Optional	The agreed price.
Sales Man	Optional	The salesman responsible.
Broker	Optional	The broker associated with this deal.

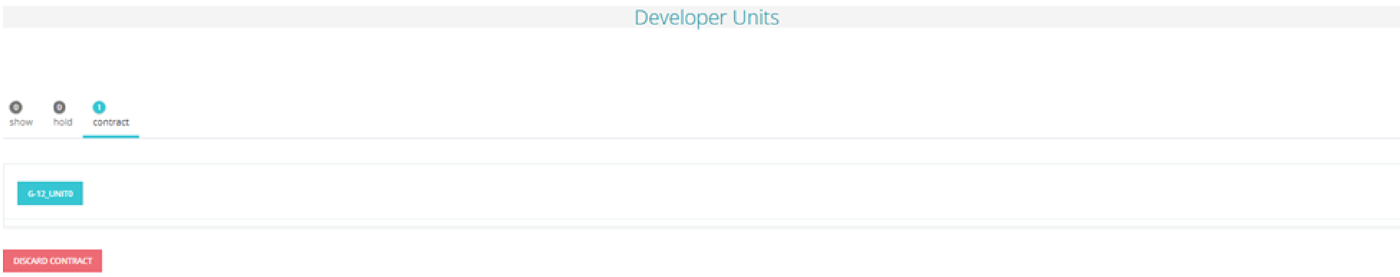


Button	Description
Confirm & Move to Contract	Moves to the Contract stage.
Discard Hold	Cancels the hold.

Contract Stage

The unit is under contract.

Button	Description
Discard Contract	Steps back to Hold.



The Resale Units List

Units are displayed as cards. Each card shows:

- Unit name, Unit Number, BUA (Built-Up Area), Price, Land Area (if applicable), and Need For (Sale or Rent).
- **Reference No** — the reference number assigned to the unit.
- A status badge: **Pending** or **Accepted**.

Card Action Buttons

Button	Availability	Description
VIEW	All units	View the unit details and start the selling process.
ACCEPT	Pending units	Accept the unit — moves status to Accepted.
REJECT	Accepted units	Reject/revert the unit back to Pending status.
COMPARE	All units	Compare this unit side-by-side with another unit.

Additional actions per card (bottom row): **Edit**, **Delete**, **View to Client** (eye icon), and a checkbox for bulk selection.

Available top-bar actions: **Export**, **Export PDF**, **Delete**, **Add New +**, **Select Sorting Method**, **Items per page selector**.

Adding a Resale Unit

Click **Add New +** to open the **Add Resale Unit** form:

Field	Required	Description
Title	□	Unit name/title.
Location	□	Unit location (from the Locations setup).
Zone	□	Zone within the location.
Unit Number	□	Unit or apartment number.
Contract Serial Number	Optional	Contract serial reference.
Sources	Optional	Where this listing came from.
Reference Number	Optional	External reference number.
Type	□	Unit type (e.g., Villa, Apartment, Twin).
Need To	□	For Sale or For Rent.
Payments Description	Optional	Payment terms description.
Details	Optional	Unit description.

Field	Required	Description
Location on Map	Optional	Search and pin the location on the map.
Payment Method	Optional	Cash or installment.
Price	□	Asking price.
Currency	Optional	Currency (default: EGP).
Buyer Commission Percentage	Optional	Commission % for the buyer's agent.
Transfer Fees	Optional	Transfer/registration fees.
Position	Optional	Unit position.
View	Optional	View type (e.g., Pool View, Garden View).
Delivery State and Condition	Optional	Finishing/delivery condition.
Delivery Year	Optional	Expected delivery year.
Ready to Deliver	Optional	Toggle if ready for immediate delivery.
Owner	□	The owner of this unit (from the Owners list).
Salesmen	Optional	Assign specific salesmen — leave empty to make visible to all salesmen.
Campaign	Optional	Marketing campaign linked to this listing.
Lead ID	Optional	Marketing Lead ID.
Developer	Optional	The developer associated with this unit (if primary).
Primary Project	Optional	The primary project this unit belongs to.
Primary Phase	Optional	The phase within the primary project.
Rent Price	Optional	Rental price (if for rent).
Paid	Optional	Amount already paid by the current owner.
Resale Payment Type	Optional	Type of resale payment arrangement.
Garage Fees	Optional	Garage fees.
Original Price	Optional	Original purchase price paid by the owner.
Client Over	Optional	Any amount the client overpaid.
Club Fees	Optional	Club membership fees.
Delivery Payment	Optional	Outstanding delivery payment.

Field	Required	Description
Files	Optional	Attach documents.
Private Files	Optional	Private documents (restricted visibility).
Videos	Optional	Attach video links.
Gallery	Optional	Upload unit photos.
Featured Unit	Optional	Mark as a featured listing.
Logo	Optional	Unit featured image.

Available Filters

Filter	Description
Unit ID	Filter by unit ID.
Space	Filter by space range.
Last Update Date	Filter by last update date range.
Price	Filter by price range.
Bedroom / Bathroom	Filter by number of bedrooms/bathrooms.
Creation Date	Filter by creation date range.
Creators	Filter by who created the listing.
Down Payment	Filter by down payment range.
Installment Period	Filter by installment period.
Remaining Amount	Filter by remaining amount.
Status	Filter by unit status.
Position / Floor Type / View	Filter by physical characteristics.
Need For	Filter by Sale or Rent.
Type	Filter by unit type.
Unit Number	Filter by unit number.
Location	Filter by location.
Owners	Filter by owner.
Agents / Responsibility	Filter by assigned agent.
State	Filter by pipeline state.
Campaign Name / Lead ID	Filter by marketing info.

Filter	Description
Developer	Filter by developer.
Primary Project / Phase	Filter by primary project or phase.
Payment Type / Rent Price / Paid	Filter by payment details.
Garage Fees / Original Price / Client Over / Club Fees / Delivery Payment	Filter by financial fields.

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