Triborough

RENTAL OPERATIONS FOR NELSON AYBAR REAL ESTATE

WEEKLY CONTROL REPORT

This Week

Week of November 16-22, 2026 · Prepared 6:00 AM by your desk

TIME RETURNED	NUMBERED ENTRIES	WAITING ON YOU	ACTIVE UNITS
11 h 57 m	**68**	**20**	**9**

ITEMIZED TIME RETURNED

Inquiry work	**2 h 24 m**
Screening work	**2 h 18 m**
Renewal work	**2 h 10 m**
Lease work	**1 h 51 m**
Listing work	**1 h 12 m**
Showing work	**1 h 02 m**
Report work	**1 h 00 m**
Reconciled total	**11 h 57 m**

MATERIAL DESK EVENTS

NO. 2290 · LEASE · SAT 11:39 AM ET
Prepared a lease record for the next paper step

NO. 2289 · SHOWING · SAT 11:10 AM ET
Held the Saturday showing and logged the follow-up

NO. 2288 · LEASE · SAT 11:03 AM ET
Prepared a lease record for the next paper step

NO. 2287 · INQUIRY · SAT 10:09 AM ET
Replied to the StreetEasy inquiry for 800 President #2R in 27 min

NO. 2286 · REPORT · SAT 10:09 AM ET
Reconciled the shift record against completed work

OWNER AUTHORITY
0 handled · 20 waiting
Decision counts come from the current decision record.

DESK MOTIONS
0 complete · 0 waiting
Each completed work order is counted once.

RECEIPT MARKS
0 verified
0 sent · 0 delivered · 0 opened

Arrives Fridays at 5:00 PM - next: Friday, November 27 at 5:00 PM ET · Link-first delivery.