STROUD SUPERIOR NOTARY SERVICES LLC

GOVERNMENT & PROPERTY SERVICES CAPABILITY STATEMENT

Field Inspections | Property Preservation | Real Property Documentation | Administrative Support

LaToya Stroud, Owner/Managing Member | 678-847-3828 | Fax: 706-925-1283 | lstroud@ssnservices.com | ssnservices.com

CORE COMPETENCIES

- Residential and commercial field inspections, occupancy/vacancy verification, and condition reporting
- Property preservation support, initial secure services, lockbox/access coordination, lawn and debris service coordination
- Interior/exterior photo documentation, deficiency identification, measurements, and supporting evidence
- Property condition reporting, bid preparation, estimate support, and repair/preservation documentation
- Real property records review, inspection support, data validation, deficiency tracking, and recurring reporting
- Document preparation, administrative support, invoice support, scan/print/copy, and client portal submissions
- Quality-control review, corrective-action tracking, schedule monitoring, and closeout documentation

DIFFERENTIATORS

- Owner-managed small business with direct oversight of field work, documentation, invoicing, and client communication
- Written SOPs covering preservation, inspections, photo evidence, invoicing, complaints, and quality control
- Mobile operational capability with printing, scanning, copying, mobile internet, and regional travel
- Owner experience with field inspections, property documentation, estimates, invoices, and contractor operations
- Access to personnel with Army maintenance, property accountability, and GFEBS/RE80 experience for applicable requirements
- Background-screened, insured, responsive, and equipped for time-sensitive assignments

COMPANY DATA

Legal Name: Stroud Superior Notary Services LLC
Address: 4037 Merrywood Drive, Columbus, GA 31907
Business Type: Georgia Single-Member LLC / Small Business
Ownership: Woman-Owned and Minority-Owned
SAM.gov: Active / Registered
UEI: RNEFAP33JL38
CAGE: 23F63
D-U-N-S: 14-606-4412
Website: ssnservices.com
Email: lstroud@ssnservices.com
Phone / Fax: 678-847-3828 / 706-925-1283
Service Area: Georgia and Alabama; additional regional travel by assignment

NAICS CODES

NAICS	DESCRIPTION
541199	All Other Legal Services (Registered Primary; includes notary public services)
541350	Building Inspection Services
561210	Facilities Support Services
561410	Document Preparation Services
561499	All Other Business Support Services

RELEVANT EXPERIENCE

Commercial field inspection and property documentation: experience documenting property conditions, occupancy indicators, maintenance concerns, photographs, measurements, and client-required reporting.

Contracting support: hands-on experience through Stroud Remodeling performing project work and supporting estimates, invoicing, coordination, and customer requirements.

Government readiness: SAM-registered entity with established document-control, quality-control, invoicing, and contract-administration procedures.

PERFORMANCE COMMITMENT

Stroud Superior emphasizes accurate documentation, timely completion, secure handling of client information, clear escalation of exceptions, and correction of contractor-caused deficiencies when required by contract.