



Property Management Services Detail

Basic Package - 6% Gross Monthly Rent - Includes All Services Listed Below

NO File Set-Up Fee NO Tenant Acquisition Fee NO Lease Renewal Fee

Service	Description
File Set Up Fee (None)	This covers all of the initial set up of a property management file with our company which includes administrative paperwork, banking, regulatory materials, initial property inspection and report for file, as well as professionally maintained account ledgers and history for each property
Tenant Acquisition Fee (None)	There is no cost to the owner for the marketing of the property using our secure "self-showing" technology. "Self-showing" technology allows interested parties to view the unit at pre-set times after passing a security and identification verification procedure. This works best for empty properties in high traffic areas.
Lease Renewal Fee (None)	This covers the negotiations for any lease renewals and annual rent increases. For each week that your property sits vacant, you lose 2% of your ANNUAL rental income! Renewing a lease with a great tenant and avoiding any downtime is a huge benefit to our property owners.
Professional Advertising with video	Not included with Basic Package.
Marketing to Over 150 Websites & MLS	Not included with Basic Package.
Open House	Not included with Basic Package.
Prospective Tenant Credit Check	It is extremely important to use a proven and reliable tenant screening service to check a prospective tenant's credit history, credit score, social security number, judgments, collections, previous landlords, previous address history, employment and possible identity fraud issues. A comprehensive credit check is expensive. However, due diligence can significantly lower the risk of bounced checks, late payments, evictions and damage to your property.
Prospective Tenant Background Check	A proper background check takes time and money, however, it can make choosing the right tenant easier, safer and more profitable. We check tenant criminal records, do a 50-state eviction search, check the sex offender registry, and look for bankruptcy filings and outstanding liens.
Move In/ Move Out Property Inspection with video	Not included with Basic Package.
Rent Collection	Our automated rent collection tool eliminates the costly and time consuming processes related with traditional rent collection. It offers tenant ease of payment, while offering you ease of receipt, uniformity, security of cash flow, reliable record keeping, timely notification of non-payment or late payment and cost-effectiveness.
Direct Deposit of Rent by 10 th of month	Direct Deposit automatically places rent money and other funds collected from your rental property into your checking, savings or money market account. This convenient, secure service is a real time saver.
Monthly Financial Statement via e-mail	Our Monthly Financial Statement provides a snapshot of your property's beginning balance, credits/debits, other transactions and ending balance in an easy-to-interpret format. This monthly accounting report provides you with a completely transparent overview of your property's financial condition. Monthly statements sent electronically or via US Mail. Statements are also available for viewing 24/7 via our website through your secure "owners portal".
Annual Property Inspection Service	Not included with Basic Package.
24/7 Maintenance Emergency Hotline	Not included with Basic Package.
Tenant Eviction Management	Not included with Basic Package.
Satisfaction Guaranteed	Not included with Basic Package.