

PREMIER

PROPERTY MANAGEMENT

The Premier Package \$49.99 set up fee / \$129.99 mo

- Rent Collection & Disbursement
- Prepare & Deliver Monthly Statements
- Create & Deliver Lease Renewals
- Process & Deliver Property Management Agreement
- Maintain & Preserve All Records and Documentation
- Process & Deliver 3 day Late Notices
- Process & Deliver Lease Violation Notices
- Obtain Copy of Rental Insurance
- Ensure all leases are in Compliance
- Intake & Process all Tenant Correspondence
- Intake & Process all Maintenance Orders
- Monitor all HOA Correspondence and Potential HOA Violations
- Create & Provide Annual Property Value Assessment
- Prepare & Provide Annual 1099 Financial Statement
- Provide Owner Portal Access
- Obtain & Process Tenant Applications
- Prepare Tenant Onboarding
- Prepare & Process Move-Outs

The Premier Package PLUS \$29.99 set up fee / \$169.99 mo

- All the Above PLUS...
- Create & Provide Annual Property Value Assessment
- 1 On-Site Home Inspection During Lease
- Faciliate & Process Home Warranty Related Issues, if applicable
- Discount to List Investment AND Primary Property (FOR SALE)
- Continued access to any current inventory for sale; current events; etc.,

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