

# PROPERTY MANAGEMENT SERVICES



## What We Offer

**LESS STRESS &  
MORE MONEY  
IN YOUR POCKET**



### In-Person Meeting

*In person meeting at the rental property to discuss owner goals, the property and process of bringing a property into mgt. or transferring from another company.*



### Tenant Screening

*We screen all applicants. Our software conducts a background, credit, and rental history check. We verify all information as provided by the applicant.*



### Property Inspections

*We do move-in & move-out video walkthroughs, along w/ quarterly visual inspections of the property. (additional if requested).*



### Professional Photos

*Professional Photos & Floor Plan rendering to be taken upon accepting the property into mgt. This is at the company's expense.*



### Virtual Concierge

*We offer a concierge service consisting of house cleaning, carpet cleaning, lock re-key & repair/upgrade services. Vendor service is at owner's expense. 5% service charge for coordination of vendors and quality checks.*



### In-House Maintenance

*Our licensed Handyman performs regular maintenance along w/ repair work & optional upgrades. In-house maintenance is at the owner's expense of \$125/hourly and is not subject to the 5% service charge.*



### Flexible Policies

*Flexible policies for owners to include, but not limited to pet restrictions, property hold times, deposits, credit requirements, etc.*



### Advanced Technology

*Our software provides many modes of communication through texts and emails to keep owners and tenants informed. This is especially important when dealing with repairs and renewal timelines.*



### Secure

*We secure our properties with electronic sentrilock boxes. We secure our owner and tenant information through our secure management software.*

**LET US DEAL WITH EVERYTHING  
SO YOU DON'T HAVE TO!**



**Evelyn Roberts | Broker/Owner  
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