

Front Porch Management

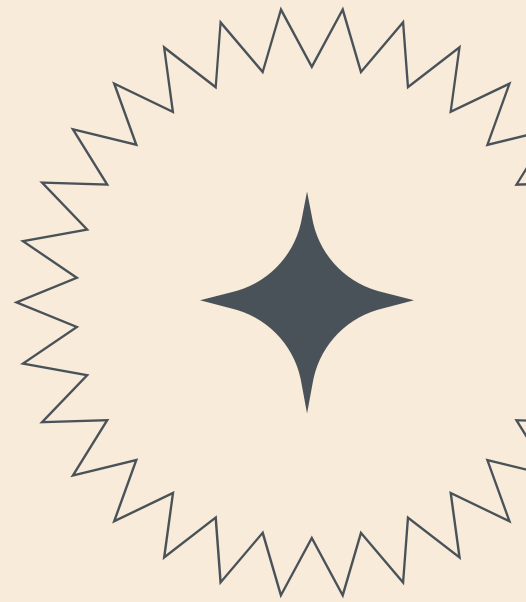


Short Term Rental  
*Startup*

# Greetings!



## CONGRATULATIONS!



You just took a big step in the right direction in your journey in investing! Short Term Rentals are such cash-flowing assets, but they do take a lot of time and effort to get to that point. Don't worry. The documents provided will help you get there quicker and with less hesitation on what to do next! Doesn't that sound stressless?



# Overview



In the next coming pages you will see the 4-step process for Short Term Rentals. Each step has multiple documents that will guide you through the way. When you access the document, you will be prompted to make a copy. Once you do so, you can edit the documents as you see fit.

Overall, these are the exact documents I use on every single transaction. I began by creating a business gmail and every time you acquire a new Short Term Rental (STR), you will make a "new folder" in google drive. Each folder will have the property address and you can download all of the documents over and over to fit the specific property.

If you have any questions about any of the documents, feel free to DM me on Instagram at [brittanybragerwennigner](#) or email me at [brittany@frontporchrealty.com](mailto:brittany@frontporchrealty.com). I will always be available to answer any questions!





# Deal ANALYSIS

[Link on Page 12](#)

Deal Analysis			
Address:			
Purchase Price			
Down Payment	\$0.00	20.00%	
Mortgage	\$0.00		
Interest Rate (%)	6.00%		
Number of Years			
Closing Costs	\$0.00	1.00%	
Initial Improvements		Renovations & Furniture	
Total To Raise	\$0.00		
	Annualized	Months	Occupancy
Summer/ Fall Rates	\$150.00	6	80.00%
Winter/Spring Rates	\$200.00	6	60.00%
Gross Potential Income	\$43,800.00	Yearly	
Other Income			
Gross Operating Income	\$43,800.00		
	Total	# of times / year	Cost
Cleaning	\$0		
Carpet Cleaning	\$0		
Total Cleaning	\$0	2	\$0
Bank Service Charges	\$0		
Grass Cutting	\$0		
License Fee (Recurring)	\$0		
Legal Expense	\$0		
Software Fees	\$0	12.00	
Service Fee	\$1,314.00		
Internet	\$0	12	
Pest Control	\$0		
Painting	\$0		
Repairs & Maintenance	\$0		
Property Taxes	\$0	1	
Resident Credits	\$0		
Snow Removal	\$0		
Trash Removal	\$0		
Utilities	\$0	12	
Insurance	\$0		
Driveway Repairs	\$0		
Operating Expenses	\$1,314.00	3.00%	
Net Operating Income	\$42,486.00		
Mortgage	\$20,760.00		
Cash Flow	\$21,726.00	#DIV/0!	
Gross Rent Multiplier	9.23		
Capitalization Rate	8.01%		
Break-even Ratio	81.40%		
Cash on Cash	\$5,640.74	12.40%	
Principal Reduction	\$4,248.38	9.30%	
Total Return	\$9,889.12	21.70%	

The Deal Analysis is a very calculated and easy tool to help you see what the property would cash flow. Make sure never to fudge the numbers in this analysis because you want to make sure you are not getting yourself into a bad deal!

There are a couple of sections I want to point out. The first one is the finance section. Make sure to put what price you think you will get proper for. As negotiations happen, make sure to revisit this section to see if the deal still works.

The second section is the occupancy, each season will have a different price, make sure to be realistic with the prices.

Next is the cleaning; this is a passive expense that your guest will be paying for.

Lastly is the cash flow; this will be what you take home at the end of the year. Most investors aim for 20% or more.

*Step 01*  
FIND & ANALYZE





I am based out of Wisconsin so the ordinance that I have put into the spreadsheet is what I see most in the state. This can be adjusted as you see fit.

[illegible]



# SYSTEM LOG IN

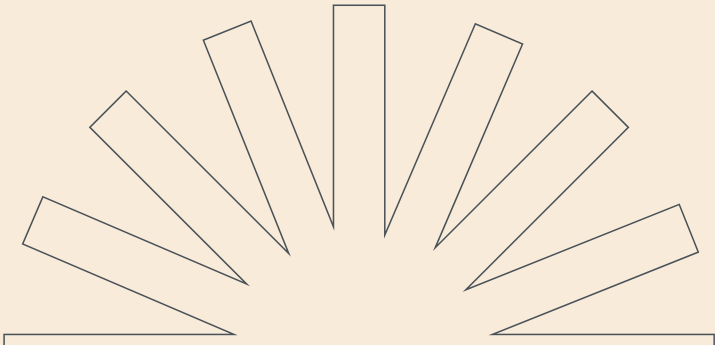


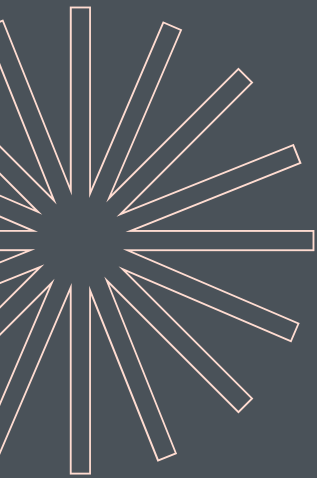
SYSTEM LOGIN		
System	Username	

AS YOU GET FURTHER AND FURTHER INTO THE PROCESS YOU WILL BE CREATING A LOT OF ACCOUNTS, MAKE SURE TO WRITE THEM DOWN!

Link is on Page 12

Step 03  
FIND & ANALYZE





# STR CHECKLIST

Link is on Page 12

STR Check List	
Catagory	Task
To the Closing Table	
	Closing: Pa
	Closing: Pa
	Legal: App
	Finance: R
	Setup: Insu
Fund the Investment	
Create Property Bank Account	Finance: C
	Finance: F
	Request: C
Create Amazon Business Group	Finance: C
	Create: Ar
	Add: Bank
	Add: Partn
Property Must Haves	
	Setup: Tras
	Setup: Elec
	Setup: Inte
	Setup: Wat
	Setup: Gas
	Purchase:
	Add: Intern
	Add: Trash
	Add: Water
	Add: Gas a
	Add: Electr
	Setup Auto
	Setup Auto
	Setup Auto
	Setup Auto
	Setup Auto
	Setup Auto
Finding Labor	
	Hire: Schem
	Hire: Photo

This check list may seem overwhelming but make take it one step at a time. I put all of the items in order from start to list! Take it section by section. This will be the document that you will have the most questions about. Please remember that I will be available to answer any you may have.

Also note that these are the software programs that I personally use and love. Some of them are a monthly cost. These are just common expenses that you will come across no matter what. If there is another software program that you prefer, you can edit this document to your liking!



## Step 04

SYSTEMS & OPERATIONS



# LIST YOUR

# STR

You did it! You went through all of the necessary sets to create passive income! This is the start of many other properties! I promise you will get addicted!

Please go on Instagram and add me as a friend! I would love to see your progress throughout your journey!

I truly hope that this packet helped you be more confident about investments and STRs

## WANT \$40?

You can receive \$40 if you use the link below! Don't worry this is a link through airbnb and it will:

1. Allow me to see your listing and help you through the process
2. Once you receive your first booking within the 1st 90 days of you signing up you will receive \$40!
3. If the bookings are not coming in as fast as you would like, I can troubleshoot your property to see what we can do to make it more profitable

<https://www.airbnb.com/r/brittanyb15480?s=6&t=061n0g>

USE THIS LINK





## WAIT!

Before you start to dive deep into the spreadsheets make sure to  
MAKE A COPY OF EACH DOCUMENT TO EDIT!

step 1

### Deal Analysis

 [Deal Analysis.](#)

step 2

### STR Ordinance

 [STR Ordinance.](#)

step 3

### System Log In

 [System Login.](#)

step 4

### Short Term Rental Checklist

 [STR Check List](#)