

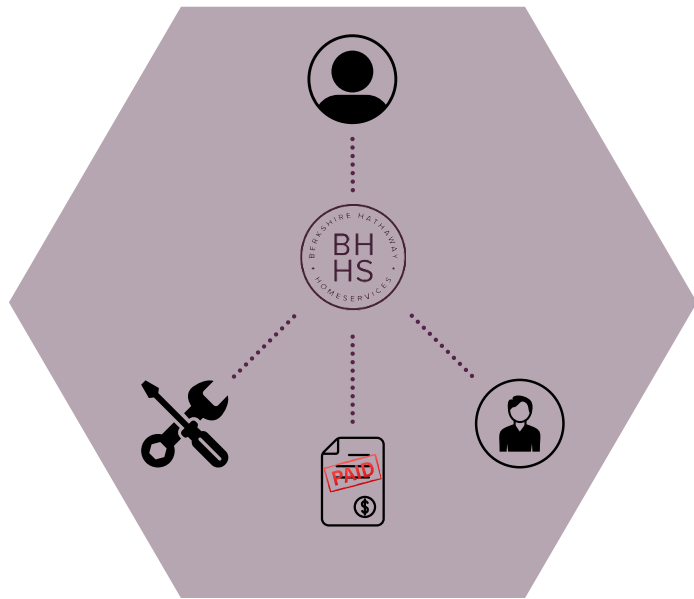


# BERKSHIRE HATHAWAY HOMESERVICES

## PROFESSIONAL REALTY

### Property Management

Save your time while still  
making passive income!



Owning rental properties is one of the easiest ways to make passive income and build generational wealth. Let us help make it even easier for you! We handle all tenant communications, rent collection, contractor communications and invoice payments. Each month we send you your net profit and you **never have to lift a finger!**

### What do we offer?

- ✓ Tenant Placement
- ✓ Lease Renewal
- ✓ Lease Agreement Execution
- ✓ Rent Collection
- ✓ No Invoice Mark-ups
- ✓ Tenant Communication
- ✓ Repair / Renovation Scheduling
- ✓ Settlement of Invoices
- ✓ Yearly Unit Upkeep
- ✓ Evictions

## **Tenant Placement** - (\$500 Finders Fee with signed management agreement)

- Includes:

- Advertisement of vacant units
- Tenant interviews
- Background / Credit / Eviction checks
- Employment verification

## **Lease Renewal** - (\$250 Renewal Fee)

## **Lease Agreement Execution** - (No fees taken from security deposits)

- Includes:

- Creating leases
- Obtaining signatures (from tenants and owners)
- Collecting security deposits and pet fees if applicable
- Depositing above in our trust account for safe keeping

## **Rent Collection** - (10% of monthly rent & fees. Reduced to 8% if we manage more than 10 of your units)

- Rent is collected on the 1st of each month
- \$50 late fees are added on the 7th
- Eviction notices are given on the 15th for those who have not paid rent by then

## **Repair / Renovation Scheduling** - (Invoices are NOT marked-up)

Includes:

- Scheduling our trusted tradesmen / contractors
- Ensuring quality work has been executed
- Paying invoices using rent revenue

## **Unit Upkeep**

Annual gutter cleaning and air filter replacement

- Annual fee of \$150 per single-family unit
- Annual fee of \$150 + (\$50 x each additional unit) for multi-units

## **Evictions** - (\$550 per case)

Includes:

- Posting 3 day notice for tenant to leave the premises
  - Filing the eviction with the court
  - Attending scheduled court hearings
- \*Property managers are not allowed to speak on owners behalf, only as witnesses.\*