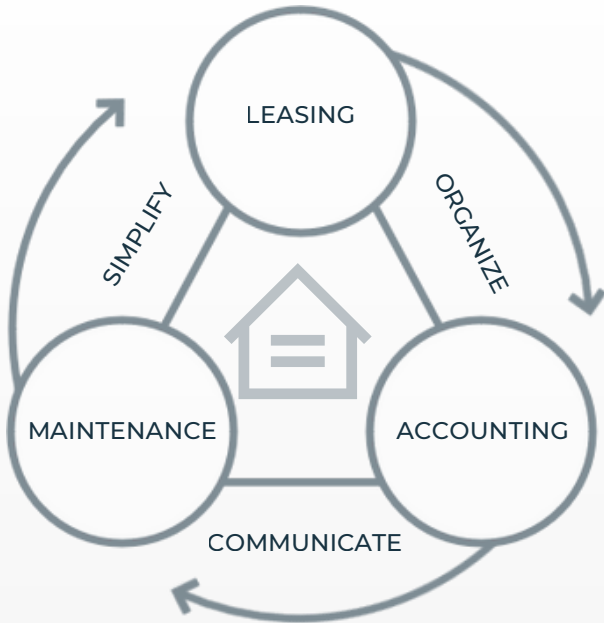


PROPERTY MANAGEMENT TRIFECTA


WHAT IS THE TRIFECTA?

The property management trifecta is a simple, effective management plan that focuses on the three key components of residential property management:




- Leasing
- Accounting
- Maintenance

LEASING

- Advertising
 - Application Screening
 - Tenant Placement
 - Resident Communications
 - Lease Renewals
 - Violations and Notices
 - Document Retention
 - Move Out
 - Security Disposition
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ACCOUNTING

- Security Deposits
 - Rent Collection
 - Utility Bills
 - Vendor Payments
 - Bank Accounts
 - Credit Cards
 - Receipt Management
 - Record Keeping
 - Profit and Loss Statements
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MAINTENANCE

- Preventative Maintenance
 - Grounds Keeping
 - Snow Removal
 - Work Orders
 - Vendor Management
 - Key Management
 - Turnovers
 - Renovations
 - Capital Improvements
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