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Preferred Property Management, LLC

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Our Preferred Property Management Staff is ready to serve you!!

Our sole mission is to provide you with easy, worry-free property management! So whether you're downtown or around the world, you can be assured that Preferred Property Management will take good care of your property AND keep you fully informed via phone, fax or email.

The Preferred Property Management Staff are ready to serve you. We are a hometown company not a corporation!

Our staff has been with Preferred Property Management for several years, directly contributing to the competent management of your property. We know what we are doing, and we're proud of it!

The following is a brief description of services and fees for Property Management Accounts:

The monthly management fee is 8% on collected fees. We will provide the following services, tailored to each owner's particular needs and desires:

1. Collect the monthly rent;
2. Pay any bills from proceeds for that account, including but not limited to: mortgage, HOA fee, repair bills, lawn care, etc.;
3. Send any required notices, 'pay or quit' notices, lease violations, lease renewals, etc.;
4. Remain on call 24 hours a day, 7 days a week;
5. Periodically inspect the property during the lease term;
6. Recommend and supervise needed maintenance to preserve the home;
7. Provide monthly statements and annual tax statements;
8. A leasing division always available to show your property to prospective tenants; and
9. A Sales Division if the need ever arises to market the property for sale.

In short, we oversee every aspect of managing your rental property as if it were our own. We will not disburse owner funds needlessly and will consult with an owner whenever necessary.

We believe a well maintained property will attract and retain quality tenants, rent faster and demand a higher price. Prior to seeking tenants, it is our standard practice to review the property and make recommendations to the owner regarding any repairs

or maintenance that may be needed. This is done to ensure that your rental property will make the right first impression to potential tenants. We are happy to assume management of homes with tenants already in place or find a tenant for your rental property as part of our management. The fees and services for securing a tenant are listed below.

- 75% of one full month's rent if we are securing a new tenant and managing the unit;
- 100% of one full month's rent if we are procuring the tenant, but you will be managing the unit;
- \$200.00 for lease renewals; and
- \$25.00 property inspection fee (2 per year).

In order to find and secure a tenant, we provide the following services:

- List the rental property in the MRIS Multiple Listing Service;
- Post the property on several websites, a list of which will be provided;
- Processing applications to include verifying credit, employment and rental history;
- Write the lease using the standard NVAR lease, tailoring it to the needs of the owner whenever necessary; and
- Checking in the tenant using a written detailed list which describes the property's initial condition. Photos will also be taken.

Communication:

At Preferred Property Management, we believe that communication is the cornerstone of effective property management. You should be informed and participating in all decisions regarding your property. We provide you with a constant flow of information regarding your investment. For example, your monthly statement not only provides you with specific details of all financial transactions, they also contain a detailed accounting of all maintenance and repair orders. If a situation arises that needs your immediate input we will reach you via phone, email or fax to ensure any emergencies are handled promptly.

Tenants understand we are their point of contact for questions regarding their lease or your property. They are able to reach us during normal business hours. There is also an emergency voicemail available that is checked outside of our normal business hours and on the weekend. Should any needs arise that cannot wait until normal business hours we will respond as necessary.

Because no two properties are alike, our primary company goal is to be the most professional yet personal property management company. Property owners have differing needs and they deserve personalized service.

Preferred Property Management has grown steadily over the years, primarily through the referrals of satisfied clients, and the agents who referred them. Our steady growth indicates we are achieving our goals and our reputation speaks for itself!

Office is Independently Owned and Operated

