

# Owner Services

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***Rest assured property owners... Here's what we can do for you:***

- ❖ PMP prepares extensive research to confirm the value of your home so that you will receive the monthly rent that your home is worth. Our policy involves reviewing this with our owners before any decisions are made to ensure maximal income and minimal vacancy. The initial walk thru with a property manager is crucial. We will provide advice if repairs or replacements need to be made. We try to keep you in the mind frame of knowing what renters are looking for. Renters are looking for “move in ready” properties and a comfortable place to call home.
  
- ❖ PMP has made a commitment to every client that a fully qualified tenant is placed as soon as possible. Reliability and quality are major factors that are found through our personal interviews and our screening services. We run background screenings that will ensure us of credit checks, criminal background, and tenancy history. Our goal is to keep each owner and tenant satisfied.
  
- ❖ PMP will take care of all your accounting needs. As per the lease agreement, rent shall be paid in a timely manner by the tenant at the first of the month and owners shall be issued payment by the 15<sup>th</sup> of every month, along a monthly statement. A yearly accounting summary will be provided at the beginning of the year.
  
- ❖ PMP will handle any and all maintenance issues upon the Tenant's request. We have close relationships with sub-contractors and handymen who are available for all maintenance requests. We also monitor all maintenance to be sure that the work is completed correctly and timely.
  
- ❖ Should any payment not be received, a late notice or an eviction notice will be placed at the property at the appropriate time. PMP will be sure to handle evictions through an attorney. These charges and fees will be automatically deducted from the tenant's security deposit, and owner is responsible for any fees not covered by security deposit.
  
- ❖ PMP will always be available to contact for any reason. Whether it is an emergency maintenance situation, or just a simple question to be answered, it will be addressed in a professional, timely manner.
  
- ❖ PMP is always up to date on all laws and legislation that pertains to property owners and tenants. We also have close relationships with local attorneys who are always available to help.