

Overview of Services and Fees

Services	Fees	What's Included	
Paid Ad Program	\$99 per unit for each month marketed	Ad types included <ul style="list-style-type: none"> • Standard • Featured • Network of sites 	Some of our web partners include <ul style="list-style-type: none"> • Rentals.com • Rentalhomesplus.com • Rentalhomepros.com • Rentalhouses.com • Hotpads.com • And over 250 additional/local sites
Tenant Placement	Full service management contract pays 65% of 1 month's rent <hr/> Marketing and Tenant Placement contract pays 100% of 1 month's rent	Tenant Placement <ul style="list-style-type: none"> • Conduct a thorough marketing walk-thru • Collaborate with you to ensure your rental is ready to rent • Place marketing sign and lockbox at property • Pre-screen and meet all prospective tenants • Show your rental property to prospective tenants • Conduct thorough screening and background checks of all applicants • Secure tenant's security deposit prior to move-in • Hold security deposit in escrow during lease term (full service contracts) • Secure signed lease and issue keys to tenants 	
Property Management (also applies to conversion management units)	8% of rent collected	During Tenancy <ul style="list-style-type: none"> • We guarantee tenant placement for the first 6 months** • Secure monthly rent and all other fees associated with tenancy • Manage and reconcile portfolio and account balances • Issue rent proceeds to you (less any balance owing) • Publish monthly statements to you • Online 'Real-Time' account logon and availability • Manage utility payments* • Enforce all provisions of the lease agreement, including but not limited to: <ul style="list-style-type: none"> • Collect late/outstanding balances and late fees • Manage the eviction process (if needed*) • Manage all other lease violations* • Manage requests for preventative maintenance and repairs* • 24-hour maintenance hotline for repair emergencies • Issue CRPs at year-end <hr/> Tenant Move-out <ul style="list-style-type: none"> • Provide you with detailed reports of the inside/outside of the property • Collect keys from the tenant • Perform and document move-out walk-thru 	

		<ul style="list-style-type: none">• Manage property turnover, cleaning and repairs*• Reconcile tenant ledger and issue close-out statement to tenant
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This overview is not intended to serve as or replace a management contract

* Some specific or additional services may result in additional expense to either owner or tenant.

** Tenant placement fee is waived if tenant is evicted within the first 6 months of a 12 month lease. Offer available on properties with full service management agreement only. Policy does not apply to lease terms shorter than 12 months, or tenants who abandon the property at anytime during the lease term. Owner is still responsible for paid advertising based on contract.