


PROPERTY MANAGEMENT FOR THE SELF-MANAGED LANDLORD



SOLUTIONS BY



CONTACT US

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admin@orcvirtual.com 

orcvirtual.com 

Nationwide Services 

"Curtis and his team scaled right up with us as we increased our rental portfolio. They are always there for us"

"They make self-managed rental properties a breeze!"

Find Us On Facebook and Instagram @orcvirtual

WHO ARE WE?

We are an American-based, virtual assistant outsourcing company. We manage independent contractors, nationwide, to service the needs of entrepreneurs and small business owners. We provide myriad of administrative services including executive assistance for landlords. We are NOT a licensed property management company. You choose us to help you self-manage your rental properties as your virtual, executive assistant. We've been working from home since 2007 and service businesses and entrepreneurs from all walks of life including artists, pastors, bakers, authors, speakers, coaches, Realtors, real estate investment firms, landlords, wholesalers, fitness instructors, medical billing professionals, professional sports figures, logistics, banking, death care industry, manufacturing, and so much more. Wherever there is work that can be done off-site, people learn quickly they can depend on ORCVirtual, Inc.

Our CEO, Curtis, is a well-respected virtual businessman as well as a sought-after certified and accredited Life Coach and Business Coach. He has set the standard for American Virtual Assistance.

Contact us today by emailing admin@orcvirtual.com or reach out directly to our CEO, Curtis at 727-777-2094

WHY CHOOSE US?

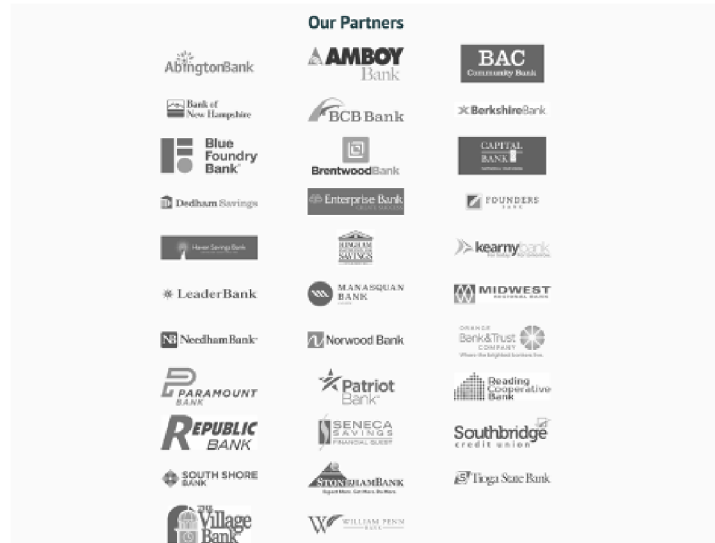
- We are significantly cheaper than a property management company
- While you retain full control, we work as your executive assistant, managing your properties and tenants.
- We have a passion and commitment to landlords and tenants, advocating for everyone's needs and insuring tenant longevity.
- We have over 25 years experience in landlord and tenant management.

For the landlord who wants to self-manage but not do any of the work involved in managing property and tenants.

How It Works

- You contract with ORCVirtual Inc to provide virtual executive assistance as 1099 contractors. Our agreement will stipulate that we are to manage your tenants and rental properties on your behalf
- We are NOT a licensed property management company. That's how we keep the cost low. We have over 20 years of property management, real estate investing, and executive virtual assistance to back us up.
- We provide a tenant and owner portal free of charge including a maintenance request form online.
- The paywall for rent is free to your tenants and only \$3.99 a month for you UNLESS you bank with one of the partner financial institutions.

- Our services include:
 - Tenant Screening
 - Showings
 - Advertising for New Tenants
 - Rental Agreement Signature Processing
 - Collecting Rent and Chasing Late Rent
 - Managing Tenant Concerns
 - Managing Maintenance Requests
 - Providing Monthly Reports
 - Annual 1099's and Financial Records
 - Document Storage and Tracking



- You will typically pay:
 - New Tenant Set-Up 50% of one months' rent
 - On-going management 9% of the month's paid rent per property
 - You will pay maintenance service invoices directly with absolutely NO MARKUP from us
 - Provide a secure credit card on file for payment of vendors (we never charge you without your approval)
 - You maintain your own operating account and security deposit accounts that we manage for you. All rents will be paid directly to those accounts and we will not have access to pay out of either.
 - We pay you within 48 hours of your tenant payment, no delays!!

"No one has a heart for landlords and tenants like Curtis and his team. No one"

"It simply makes sense to outsource this work to my virtual executive assistant."

BOOTS ON THE GROUND

We have boots-on-the-ground personnel to take care of items such as vacancy showings, walk-through inspections, annual condition reports and more as needed. The cost for these generally runs \$52/hour and is billed directly to the owner at time of service.

Give us 10% of your trust and we will quickly earn the other ninety!