

Lock & Key

PROPERTY MANAGEMENT

www.lockandkeymgmt.com



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LEASING

Includes Initial Consultation and Recommendations (informal market analysis), basic Photographs, Listing and Marketing, Tenant Screening, Well Qualified Tenant Presentation, Standard Lease, Digital Signing and Storage, Tenant On Boarding

*One
Month's
Rent*



ROUTINE MONTHLY MANAGEMENT

-Covers day to day management incl. Rent Collection, Accounting, Statements, Distributions, Tenant Communication & Remote Trouble Shooting, Compliance Reminders, Remote Routine Maintenance, Tax Prep Packets, Renewals, & Tenant Owner Portals
-Fee share applies to all rental income and fees
-Minimum monthly fee of \$200

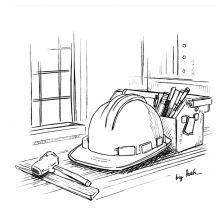
*8-12%
of rent roll*



INSPECTIONS

- a) First Move In Inspection
- b) Subsequent Move In Inspection
- c) Move Out Inspection
- d) Periodic Drive By Inspection
- e) Mid Lease Walk Through Inspection
 - Includes interior property photographs uploaded to Owner Portal

- a) complimentary*
- b) \$100*
- c) \$100*
- d) complimentary*
- e) \$75-100*



OTHER

- a) Other site visits
- b) Vendor or Contractor Meetings
 - Remote communications are complimentary
 - Providing periodic contractor on site for reasonably sized repair estimates, facilitating access
- c) Project Management
 - Providing major management for convoluted or major repairs, upgrades, unit renovations or flips

- a) \$75/hour*
- b) \$75/hour*

c) flat rate

