

Our Services



- ❖ Prior to professional photography and marketing, your property consultant will assess your residence and discuss your personal goals regarding the property. Based on their expertise and current rental market conditions, the consultant may recommend improvements and/or strategies to enhance your residence's rental value and marketability. (Note: Discussions about rental value and marketability may take place more than once, depending on the level of interest and activity surrounding your residence.)
- ❖ Once the *Right to Lease Agreement* is fully executed and the owner forms are completed, your property consultant will visit the residence to complete the inventory checklist and ensure everything is properly documented.
- ❖ Professional photographs of your residence will be taken and kept on file for marketing purposes. These images will be used on our website, across major rental platforms, in the MLS, and in both print and digital advertising campaigns. To ensure your property is presented at its best, marketing will not begin until the professional photography has been completed and received.
- ❖ Once we receive the initial set of keys for your residence—including unit, mailbox, storage, pool, and any others—we will catalog and track them carefully. All property consultants, guests, and vendors are held accountable for the secure and timely return of all keys issued.
- ❖ Your property consultant is available by appointment to qualify prospective guests and personally show your residence, ensuring it's presented in the best possible light. Your residence will also be inspected at least once a month, when there is no occupancy, to ensure it is always guest ready and maintained.
- ❖ Your property consultant will handle lease negotiations in accordance with Florida Real Estate Law and the terms outlined in your *Right to Lease Agreement*.
- ❖ All required rent and security deposits will be collected before the guest occupies your residence. These funds will be held and accounted for in full compliance with Florida Real Estate Escrow Laws.
- ❖ Prior to guest occupancy, a professional cleaning service will be arranged at the owner's expense to ensure the guest arrives to a clean and rental-ready residence. At lease termination, the residence will be professionally cleaned at the guest's expense, in preparation for the next guest to arrive to a clean and rental-ready residence.
- ❖ In the event there is a maintenance issue, we will prioritize contacting your trusted vendors that you have provided on the Residence Information Form to handle any necessary work. If no vendors are provided, rest assured that all our vendors come highly recommended, are licensed, and are insured.
- ❖ Sales and Tourist Tax Registration and payments will be made in accordance with all state and local tax department regulations.

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- ❖ We will inform guests of their obligation to pay rent on time and enforce late payment fees as specified in the lease (applicable to annual leases only). While we will make every effort to collect past-due rent, please note that we are not a collection agency and cannot initiate legal action to secure payment.
- ❖ We require all guests for annual leases to complete a Rental Application. We will complete a credit and background check and look for prior evictions before presenting any offers.
- ❖ Our highest mission is to create an experience where both Owner and Guest feel genuinely cared for and at ease. We strive to foster lasting guest relationships that encourage repeat reservations, helping to keep your residence occupied year-round. Through exceptional personal service, we aim to cultivate a welcoming, relaxed, and refined environment for everyone involved.
- ❖ We apply the principles of trust, honesty, respect, integrity, commitment, and 100% transparency. Our full management program starts at 20% of the gross rent collected.