



HAVEN PROPERTIES

FROM THE START

Initial Property Inspection – Assess the property condition and identify opportunities to maximize your return.

Marketing & Pricing – Professional photos, **floor plan**, property description, and competitive rental pricing.

Maximum Exposure – Advertise on **HavenPropMgmt.com**, **AHRN**, **MLS/Matrix**, **Zillow**, **other rental websites**, and **social media**.

Property Showings – Personally show the property to prospective tenants. We never give out keys.

Tenant Screening – Credit reports, rental history, landlord references, and employment verification.

Rent & Deposit Collection – Handle all rents and security deposits.

Property Documentation – Photos and written documentation of property condition.

Maintenance & Repairs – Coordinate repairs and maintenance with qualified tradespeople.

Property Inspections – Annual inspections and pre-renewal inspections.

Tenant Turnover – Manage move-outs, inspections, cleaning, damages, reimbursements, and new leases.

24/7 Tenant Support – Handle tenant questions, complaints, and emergencies by phone, text, and email.

Owner Communication – Keep owners informed about maintenance, bookkeeping, and property matters.

Monthly & Year-End Statements – Detailed financial statements, disbursements, and tax documents.

AppFolio Property Management – Convenient online **Owner and Tenant portals**.

Professional & Cost-Effective Service – We take pride in being responsive, efficient, and cost-conscious while protecting your investment.