



Complete home observation report with recommendations as to additions/modifications to maximize marketability

Professional real estate photography to highlight your home

Advanced marketing including national and local websites, conventional MLS listing, exclusive vendor relationships and more

Tenant screening and relationship development

Creation and execution of REALTOR® Association-Approved lease

Monthly rent and fee collection

Owner liaison for tenant concerns and issues

Maintenance/repair scheduling and oversight

Coordination of check in and check out procedures including property condition review

Coordination of routine maintenance and cleaning between tenants

Monthly property visit when vacant (see 2nd home non-rental program)

Additional Concierge Items as requested such as HOA liaison, freshening home prior to owner visit/stay, grocery, climatization, etc

Monthly account reconciliation and statements with electronic accounting and electronic payments

Exclusive seller and referral incentives