



"Enriching Lives and Pursuing Excellence in Service"

Thank you for your interest in DEBALLI Distinctive Properties, Inc., Property Management Services. With over 20 years of experience in Property Management, Sales and Marketing, we are able to provide professional Real Estate consulting that will assist you in maximizing your investment and minimize your risk. We offer flexible Management services that can be customized to meet your needs.

RENTAL UNIT LEASING SERVICES

Rental Leasing Services fee is equivalent to one month's rent and includes the following:

- Multi-channel marketing on the MLS service offering co-broke compensation to showing agents from other real estate companies, internet rental sites, BHHS Fox & Roach sites, and installing lawn signs to attract qualified tenants.
- Coordinate property showings and inform owner of inquiries and showing activity.
- Process rental application including credit check, criminal screening, landlord verification and employment verification.
- Prepare lease and other move-in documents as required. Manage tenant move-in which includes property walk through, inspections, providing keys, collecting rent and security deposits.

FULL PROPERTY MANAGEMENT SERVICES

- Collect monthly rent with Direct Deposit available to Owners.
- Monitor payments and send 5-day Late Notices if applicable.
- Respond to tenant calls, problems and concerns.
- Provide 24 hour emergency maintenance service.
- Provide monthly statements to Owners and provide financial information for tax purposes.
- Handle move-out inspection and security deposit refund.
- Negotiate, prepare and execute annual lease renewals (\$150 fee.)
- Court filings – DEBALLI placed tenants (owner pays court costs).
- Court filings – Owner placed tenants (\$300 fee plus court costs).

FULL PROPERTY MANAGEMENT RATES

1 – 3 Properties	10% of the Gross Monthly Rent (\$75 minimum) 100% of 1 st month for Leasing (tenants placed by DEBALLI) 50% of 1 st month for file review (self-placed tenants) \$250 Maintenance Deposit Required
4 – 10 Properties	8% of the Gross Monthly Rent (\$75 minimum) 100% of 1 st month for Leasing (tenants placed by DEBALLI) 50% of 1 st month for file review (self-placed tenants) \$250 Maintenance Deposit Required
More than 10 Properties	7% of the Gross Monthly Rent (\$75 minimum) 100 % of 1 st month for Leasing (tenants placed by DEBALLI) 50% of 1 st month for file review (self-placed tenants) \$250 Maintenance Deposit Required

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