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## Property Management Services

Our company currently manages 220+ residential properties full time. We have a large staff that offers fantastic, friendly service. Each of them contributes their personal areas of expertise and all of them are enthusiastic about their work.

Whether you are looking for a one time leasing opportunity or year round management of your properties, Pettit Property Management offers quality service that is head and shoulders above the competition. Below are what is offered in our One Time and Full Time Leasing Service Packages.

Our prices are all inclusive; we do not have any hidden fees, so what you see is what you pay! We work hard to offer a quality service that includes more than our competitors. The unique structure of our company allows for increased rental revenue due to faster leasing periods. We also are able to get you maximum rent revenue thanks to our leads department and our 24 hour service provision. Please contact us today for Leasing Service Pricing!

### One Time Leasing Service

Our One Time Leasing Service includes the following:

- Professional ad photos of your property
- Comps and suggestions for recommended pricing
- Extensive advertising for discounted price
- Showings facilitated by our skilled property management staff
- Our packet "How To Prepare Your Home" to help you be rental ready
- Screening of prospective tenants
- Present offers & negotiate terms
- Customized lease agreement
- Complete move-in walk-through
- Collection of initial move-in costs
- Distribution of lease copy to owner/tenants
- Provide tenant/owner with contact for pass off
- Release of funds to owner

# Full Time Leasing Service

Our Full Time Leasing Service includes all of our One Time Leasing features, plus the following:

- Handling of utility transfers
- Rent and fees collection
- Monthly distribution of funds to owner by their method of choice
- Professional facilitation of all tenant/landlord issues
- Provision of year-end tax statements
- Regular drive-bys and quarterly inspections of quality of living
- Annual inspection for maintenance (we provide packages for different levels of service)
- Coordination of access to property for all services/contractors
- Tracking of routine services that owner contracts using the owner's preferred vendors
- Suggested maintenance concerns presented to homeowner to prevent future maintenance
- Tracking of lease renewal dates
- Year round advertising of home on website
- Provision of professional services for delinquent rent collection from tenants

## The PPM Advantage

Not only do we offer these great products, but our company already comes with unique services that will benefit you greatly. Listed below are some of the benefits exclusive to utilizing our services:

- Unparalleled Exposure: Pettit Property Management has created a powerful network of online advertising that includes military, legislature, local schools, and more. This means that included in your leasing service is an online advertising package that gives your property a national presence – no other company offers this feature! We advertise in over 20 sites, reaching a national market that other companies simply can't touch.
- Direct cell phone numbers on every "For Rent" sign to ensure the fastest response time for every rental inquiry.
- Routine reports to every homeowner personally from the owner of Pettit Property Management, Rachel Dillingham. (Providing info from internal and external inspections, upcoming maintenance recommendations, and lease and market changes, etc.)
- Rotating agents on call for showings every evening and weekend make Pettit Property Management staff available every day throughout the day. This means your property gets prompt showings, quick unit turnover, and move-ins and move-outs any day of the week!
- Our unique 24 hour lead system generates more leads and faster follow-up driving low vacancy rates.