

MANAGEMENT FEES & SERVICES

IF YOU'RE NOT GETTING PAID, NEITHER ARE WE!

PROPERTY MANAGEMENT FEES

DEDUCTED FROM RENT PROCEEDS MONTHLY

10% (1 UNIT)

9% (2-4 UNITS)

8% (5+ UNITS)

SPECIAL MILITARY PRICING

DEDUCTED FROM RENT PROCEEDS MONTHLY

9% (1 UNIT)

8% (2+ UNITS)

LEASING FEE:

50% OF MONTHLY RENT

COLLECTED FROM 1ST FULL MONTH'S RENT

- Home evaluation
- Room/home site measurements
- Listing on the following websites: MLS, realtor.com, mysa.com, AHRN (military website), zillow.com, trulia.com, locallpm.com
- Yard sign (at property manager's discretion) with qr code
- Marketing and lead follow up
- Showing the property to prospective tenants
- All legal paperwork and contracts
- Photographs
- Realtor & MLS fee paid to any agent who brings us the tenant that moves into your property

RENEWAL FEE: \$150

COLLECTED AT TIME OF RENEWAL

- Renewal notification to tenant
- All legal paperwork and contracts

RESERVE FUNDS:

\$500 PER PROPERTY

MAY BE ADJUSTED IN THE CASE OF MULTIPLE DOORS

Used to pay for yard care, electric/water, and minor repairs while property is vacant. Additionally, it allows us to complete minor repairs during occupancy. The account will be maintained while property is managed and accounted for monthly with your monthly statement.

PERIODIC PHOTO PROPERTY REVIEW & REPORTS: \$150

- Before tenant moves in (no cost)
- After tenant moves out (no cost)
- Once per year or more as needed during occupancy (\$150)

HAVE A QUESTION?

CALL US AT 210-761-HOME

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CONDITIONS OF SALE

PERCENTAGE OF PURCHASE PRICE

- MARKET LISTING - 5.5%
- TENANT PURCHASE (INTERMEDIARY) - 4%
- BUYER PROCURED BY OWNER - 2%
- SALE COORDINATION - 1%
- BUYERS REPRESENTATION - 3%

TENANT FEES

TO BE PAID BY THE TENANT

- APPLICATION - \$65
- ADMINISTRATIVE FEE - \$200
- PET SCREENING - \$15-75
- PET FEE (ONE TIME) - \$350
- PET FEE (MONTHLY) - \$25-\$50
- RENEWAL - \$75
- TENANT BENEFIT PACKAGE - \$50

TENANT ACTION FEES

TO BE PAID BY THE TENANT

- LATE FEE - 10%
- NOTICE TO VACATE - \$100
- CERTIFIED MAIL - \$25
- FAILURE TO MAINTAIN UTILITIES - \$150
- MAKE READY COORDINATION - \$200
- SATELITE DISH INSTALLATION - \$250
- NSF FEES - \$75
- LEASE/HOA VIOLATION FEES - \$20-75
- LOCK BOX REMOVAL - \$250
- RELETTING - ONE MONTH'S RENT
- UNAUTHORIZED PET FEE - \$500 + \$25/DAY

OTHER SERVICE FEES

SERVICES AVAILABLE AS NEEDED

- PROJECT MANAGEMENT - 10%
ON DRAWS
- FEES RELATED TO LEGAL &
INSURANCE MATTERS -
\$100/HOUR

**WE'RE ONLY
A CALL OR
CLICK AWAY!**

**DON'T HESITATE TO
REACH OUT TO YOUR
LOCAL TEAM IF YOU
NEED HELP WITH
ANYTHING!**

210-761-HOME

team@locallpm.com

www.locallpm.com

MANAGEMENT FEES & SERVICES

PROPERTY ADDRESS

IF YOU'RE NOT GETTING PAID, NEITHER ARE WE!

**10% PROPERTY MANAGEMENT FEE
DEDUCTED FROM RENT PROCEEDS MONTHLY**

**9% PROPERTY MANAGEMENT FEE (2-4 UNITS)
DEDUCTED FROM RENT PROCEEDS MONTHLY**

**10% PROPERTY MANAGEMENT FEE (5+ UNITS)
DEDUCTED FROM RENT PROCEEDS MONTHLY**

1/2 MONTH'S RENT LEASING FEE

COLLECTED FROM 1ST FULL MONTH'S RENT OF NEW TENANT:

- Home evaluation
- Room/home site measurements
- Listing on the following websites: MLS, realtor.com, mysa.com, AHRN (military website), zillow.com, trulia.com, localpm.com
- Yard sign (at property manager's discretion) with qr code
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OWNER RESPONSIBILITIES

UPON INITIATION OF MANAGEMENT

- Make ready cleaning (not on new homes)
- Truck mount carpet cleaning
- Yard maintenance
- Necessary repairs
- Utilities
- Ensure home complies with Texas rental code

We provide monthly accounting with receipts for all funds expended to manage your property & direct deposit for rental income

THOROUGH APPLICATION SCREENING

- Credit check
- Rental verification
- Income verification
- Background check
- Screening of animals & strict adherence to laws regarding support animals

SIGNATURES

PERIODIC PHOTO PROPERTY REVIEW & REPORTS

- Before tenant moves in (no cost to owner)
- After tenant moves out (No cost to owner)
- Once per year or more as needed during occupancy (during occupancy, report costs \$150)

\$500 MAINTENANCE ESCROW ACCOUNT

AMOUNT PER PROPERTY, COLLECTED UPON CONTRACT

The maintenance escrow account is used to pay for yard care, electric/water, and minor repairs while property is vacant. additionally, it allows local leasing & property management to complete minor repairs during occupancy. the account will be maintained while property is managed and accounted for monthly with your rental statement.

\$250 TENANT IN PLACE INTEGRATION

WHEN WE START MANAGEMENT WITH A TENANT IN PLACE

- Input home/tenant into our system
- Baseline property photo review
- Introduce the Local Leasing & Property Management team to

REQUIRED

- Key, non-keyed dead bolts, peep holes
- Yard , sod, or xeriscape
- Smoke detectors
- Window treatments (priced per plan)
 - If none are installed, we recommend 2 inch faux blinds

RECOMMENDED

- Some landscaping
- Garage door opener

PROPERTY MANAGER

DATE

PROPERTY OWNER

DATE