

PROPERTY MANAGEMENT

Services

We are confident that we can take the hassle out of your investment. As a full-service management firm, we offer tenant placement, credit screening, maintenance, property inspections, collections, evictions and monthly financial reporting. Plus, who better to manage your rental property than someone who is also a rental property owner.

Management

It is our job to manage the property so you don't have to worry about your investment. A Specialized Property Manager will be assigned to your property to ensure your satisfaction with our company and regular personal contact with your property and will be responsible for the following:

- Advertise the property when new tenants are needed
- Show the property to potential tenants
- Screen applicants
- Be present day of tenant move in to set standard of involvement
- Provide all tenant paperwork, including application and lease
- Collect the rent
- Deal with late payments, partial payments and no payments
- Handle all bookkeeping and record keeping
- Maintain the property
- Periodic inspections
- Handle emergency repairs
- Enforce policies and house rules
- Provide monthly accounting statements and reports to owners
- Any other needed service

Tenant Placement and Screening

With continual advertising, we take numerous calls daily to keep units fully rented. We require each potential tenant to complete an application, and then follow up to verify their employment, rental history, and credit & criminal history. This helps assure that your property will have the best tenant possible.

Maintenance

To save you money, we use preferred vendors who are skilled, licensed, and insured or our own people to provide quality and timely maintenance for your property. Therefore, you don't have to pay the exorbitant rates charged by others; nor does your property have to wait until they can work it into their schedule. This can save you hundreds of dollars per year.

We even provide 24 hour emergency service 7 days a week.

Evictions / Collections

If rents are not paid by the 8th of the month, we begin the processes necessary to collect rents or evict tenants, PERIOD!! We have a zero tolerance policy and any and all action will be submitted to you for approval so you are in the loop the whole way. We have your best interest in mind and will move swiftly to get things resolved.

Accounting

Our company is highly automated. Each month you receive a financial statement showing monies collected and any disbursements that have been made. We can provide numerous reports including tenant rental histories, property rental histories, tax information to your accountant, and a host of other reports with the touch of a button.

Kismet Property Management, LLC—Dedicated to making your investment profitable and enjoyable.