

# BLUE SKY REAL ESTATE

*THE SKY'S THE LIMIT*

# PROPERTY MANAGEMENT

Blue Sky Real Estate's **Property Management Division** offers a comprehensive set of services designed to provide residential and commercial property owners with full accountability, efficiency and success in renting their property and maintaining high quality tenants.

## ***Our Services include the following***

### **Short- and Long-Term Property Management**

*Monthly Fee Schedule: 15% of rental income*

- Advertising on Blue Sky Real Estate's web site and also in various print media
- Screening of potential tenants to include a credit check and income verification (2 paycheck stubs or copies of tax return(s))
- Collect security deposits and rents
- Handling of all repairs - up to \$200, no owner approval; over \$200 requires owner approval
- Preferred vendor network - Blue Sky has a comprehensive list of quality vendors from cistern cleaners to electricians
- Writing and executing commercial and residential leases
- Conducting Move-in and Move-out Site Inspections and Reports
- Paying bills to include security, property taxes, insurance, mortgage, utilities, and other monthly maintenance expenses
- Arranging professional cleaning services
- Accounting of all financial activities associated with your property

### **Tenant Placement**

*Fee Schedule: One twelfth of annual rental income*

- Advertising on Blue Sky Real Estate's web site and also in various print media
- Screening of potential tenants to include a credit check and income verification (2 paycheck stubs or copies of tax return(s))
- Writing and executing commercial and residential leases
- Conducting Move-in Inspection and Report

Additional services available upon request and for a separate fee:

- Move-out Inspection and Report
- Arranging professional cleaning services

***Call us to discuss additional fee schedule.***



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