## MISHEY REAL ESTATE

**PROPERTY** 

MANAGEMENT





## Services Included:

Luse multiple venues to advertise property.

- Answer inquiries
- Schedule showings for prospective tenants
- Screen and qualify prospective tenants by using
  - Credit history
  - Criminal history
  - Rental history
  - Employment verification
- Assistance with lease preparation and execution
- Security deposit and rent collections
- **4** Maintenance coordination
  - Including periodic inspections of units
- Handle the day-to-day issues involving tenancy, up to and including legal actions and evictions.
- Bookkeeping including monthly and yearly transaction reports
  - Pay necessary expenses pertaining to the rental property

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