

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: 20% for short-term/15% for long-term - 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 paychecks 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

(*) : Fees are subject to change

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.