

Why Windermere?



Windermere has grown from a one-office operation to more than 300 offices in 10 states and 7,000+ agents. This kind of growth can only be attributed to a commitment of the highest possible standards.

The strength of Windermere's brand assures you of exceptional service, the highest level of integrity and a code of ethics when leasing your home through Windermere.

Established in 1972, Windermere stands for:

- Locally owned and operated offices
- Neighborhood knowledge
- Market expertise
- Premium tools and services

While the rental market has grown enormously in value and complexity over the years, one thing remains the same: Windermere's commitment to focusing on your individual needs and dreams and providing exceptional property management experiences.

Experts in Leasing and Managing Properties



Windermere Property Management offers professional, full-service management to property owners interested in leasing their houses, apartments or condominiums.

We make it easy

- We start by getting to know you and your needs, so we can better represent you in all aspects of the transaction, from marketing to negotiations and lease agreements.
- We market your rental through Windermere's network of offices, Windermere.com and several rental-related websites, with photographs that highlight its best features.
- We schedule appointments to show your property any day of the week. We also provide you with helpful feedback from prospective tenants and agents.
- We handle all the paperwork, including the rental application, move-in inspection reports and lease agreements.

We protect your investment

- We provide a complimentary market analysis to help you determine the right price. We also inform you of market changes so you can adjust rent appropriately when new leases are negotiated, to capitalize on market changes and minimize vacancy.
- We administer a thorough application and screening prior to signing a lease, including credit reports, criminal reports, employment verification and housing references.
- We collect rents and enforce the terms of the lease agreement.
- We offer a full range of accounting services, including direct deposit into your bank account, direct debit from tenant bank accounts, administering and refunding security deposits, and monthly and year-end accounting statements.



We maintain your property and keep you informed

- We schedule all necessary repairs and maintenance, supplying you with comparable estimates when needed.
- We periodically inspect your property and update you on its condition.
- We provide complete move-in/move-out inspection reports with photographs of the property's condition.

Whatever your need, you'll have peace of mind that our experienced property management team will provide you with the professional expertise and top-notch service you expect from Windermere.

Windermere Property Management has a comprehensive approach to marketing your property, to provide the best exposure to the most qualified potential tenants. We'll start by helping you prepare your property so it makes a good first impression, which will reduce market time and help you get the best rental price. Here are some other steps we'll take to market your property:

- Photographs will be taken to highlight the property's best features. These photos will be used in marketing flyers and websites targeted to the most qualified tenants and agents. This will allow potential tenants everywhere to see the unique features that set your property apart from others.
- As soon as your property is listed, we will input it into the Multiple Listing Service (MLS), making details and photos of your property available to every agent in the nationwide system.
- Simultaneously, it will be listed on Windermere.com, which receives an average of 1.4 million monthly visits. Here potential tenants can search for rental properties in the areas they choose, view photo galleries and property details, and even print out a flyer of your property.
- Your property will also be posted on Yahoo! Real Estate, Zillow and several other rental-related websites.
- We'll also post Windermere's For Lease sign on your property where applicable, allowing prospective tenants in the area to know it's on the market, and that they can expect Windermere's high standard of service if they choose to rent there. It will provide them with all the information they need to learn more about the property and contact a property manager.

In short, Windermere's extensive marketing resources will give your property the advantage, helping it to lease quickly and for the best price possible.



When a house, apartment or condominium is turned over to a tenant, it's assumed that all systems are in working order, i.e. plumbing, electrical, heat, drainage, roof, etc. The law requires that all systems function properly and states that they are the owner's responsibility, unless the tenant creates the problem. We should be informed of any problems and they should be resolved prior to occupancy.

To improve the marketability of your rental property, we recommend the following steps:

- Interior—Professionally cleaned
- Carpets—Professionally cleaned
- Windows—Professionally cleaned
- Drapes, Blinds—Professionally cleaned
- Fumigation—Professionally done if domestic animals have lived on the premises
- Dead-bolts—Installed on all outside doors
- Locks—Re-keyed in accordance with state and city codes
- Yard—Mowed, raked, trimmed, all garbage and refuse removed
- Garage—Cleaned and organized
- Smoke detectors and Carbon Monoxide detectors—Installed, tested and in working order per international fire code

Recommended system checks

- Washer/dryer
- Range/burners, fan, above-range light
- Oven/elements, oven light
- Microwave oven
- Refrigerator/freezer
- Furnace/filters changed, baseboard heaters cleaned
- All interior and exterior electrical fixtures and outlets
- Plumbing and drainage systems
- Lightbulbs

Additional important points

We ask that you not give a key to a prospective tenant, as they should only have access to the premises after signing all lease documents.

If your property is a condominium, please supply us with copies of any bylaws, rules and regulations, covenants and/or restrictions.

How I Help You

Lease Your Property



Helping to find a tenant for your property is only one facet of my job.

In addition, I will:

- Explain property management principles and paperwork
- Do a Comparative Market Analysis (CMA) to help determine your property's rental value
- Help determine the right leasing price
- Assist you in preparing your property for lease
- Market your property to potential tenants and agents
- List your property on Windermere.com and other rental-related websites
- Keep you up-to-date on current market activity, as well as comments from potential tenants and agents about your property
- Execute the lease agreement on your behalf
- Negotiate with tenants and their agents on your behalf



So by working with me, you will:

- Be more likely to get the highest return on your investment
- Decrease your days on market
- Understand all the terms, processes and paperwork involved
- Have exposure to more tenants and agents with qualified tenants
- Have current market information to make informed decisions
- Have a skilled negotiator on your side
- Have peace of mind that the details are being handled

Timing the Market



A commonly asked question is, "Is there a best time to put your home on the market?" The answer is, "Yes. It depends on your personal goals and the current market conditions."

Let's work together to meet your goals and ensure you get the greatest return on your investment. I can help:

- Assess how much your home is worth.
- Provide information on how long homes in your price range have been on the market.
- Prepare your home for showings... and for leasing.

Let's talk about your personal goals and current market conditions to determine when the time is right for you.

Commitment to

Community


Windermere
PROPERTY MANAGEMENT



Windermere Property Management understands the importance of giving back to our community. Enriching the neighborhoods in which we live and work is an integral part of how we do business. That is why we donate a portion of our commission to benefit the Windermere Foundation.

- Since 1989, the Foundation has collected and contributed over \$21 million.
- Assistance is provided to non-profit agencies dedicated to helping homeless and low-income families in our community.



We also participate in Windermere's Community Service Day.

- Every year since 1984, the agents of Windermere have dedicated a day of work to those in need.
- These hands-on projects benefit a wide variety of community-based organizations.
- Projects have included maintenance at a senior center, construction of a children's playground and sorting duties at a food bank.

I am pleased to be a part of such an important mission. It's the just right thing to do.