

01

CONSULTATION SERVICE FOR OWNERS

We will walk through the property with you and offer our advice on the condition of the property. We will make suggestions to you on the maintenance items you should consider.



02

TENANT LOCATION/PLACEMENT SERVICE FOR OWNERS

If you prefer to handle the day-to-day management of your property yourself, but you do not have the time or availability to market and show vacancies on a moment's notice nor the expertise in screening or choosing a new tenant, then this is the right program for you. McCormick Property Management and Realty, LLC will handle any and all of the following:

- Take enhancing photographs of vacancies
- Advertising/marketing of vacancies
- View/show vacant houses/units
- Conduct thorough residential/employment verifications
- Execute rental/Lease agreement
- Conduct & Complete Move-in Inspection form with the tenant
- Recommend required maintenance
- Collect the Security deposit and first month's rent upfront
- We then hand the property over to you for day-to-day management.



03

TENANT SCREENING SERVICES FOR OWNERS

As one of our management clients, you may prefer to show your vacancies yourself. However, if you wish to ensure that the tenant you select is thoroughly screened, qualified, and verified, this is the right service for you McCormick Property Management and Realty, LLC will provide the following:

- Verify information on the application
- Verify job/income
- Run a credit report
- Conduct & complete the move-in inspection report
- Execute rental/lease agreement
- Supply Landlord with a copy of the signed Lease and signed move-in inspection form.



04

MONTHLY PROPERTY MANAGEMENT SERVICES FOR OWNERS

McCormick Property Management and Realty, LLC will handle all aspects of caring for your property 7 days a week and 24 hours a day, so you would not have to worry about getting a call at 3:00 am about a leaking tap or faulty water heater. Listed below are a few of the many services included:

- Rent collection
- Supervise maintenance
- Payment of all contractor bills
- Advertising/marketing vacancies
- Thorough verification/credit screening
- Periodic property inspections



The actual monthly management fee is based on variables of services needed. Leasing fees are calculated separately from the monthly management fee. Please call our office to discuss the applicable fees for your requested services.



Allyson McCormick
License #320951
Firm #260218

McCormick Property Management and Realty, LLC

639 E. Main St. Suite B102
Hendersonville, TN 37075

(615) 264-0041



www.mccormickpropertiestn.com



Property Management and Realty, LLC

