



MANAGEMENT PROPOSAL



the **property management** people



**DON'T LET YOUR
PROPERTY LIVE
RENT FREE IN
YOUR HEAD.**

NATIONAL LEADER. LOCAL PRESENCE. PERSONAL TOUCH.

Of the million things on your mind, your residential property doesn't have to be one of them. Whether you've recently become a landlord, or are a veteran property investor, PMI has the resources, capabilities, and the mindset to protect and grow your investment as if it were our own.

PMI is the largest property management franchise company in the nation, with a track record of managing over 5 billion in assets. But being a national leader doesn't keep us from being extremely accessible—our 400+ locations put us in the same cities and towns as your residential property.

This allows us to provide responsive, hands-on support, 24/7, keeping the stress of managing your property with us. So, sit back and relax. We've got this.



ABOUT PMI Mountain West

PMI Mountain West is a full-service real estate asset management company specializing in professional property management and brokerage services for residential and commercial property owners. Locally owned and independently operated, we are backed by a national franchise with over 20 years of industry expertise, bringing world-class resources and innovation to our local market. Our advanced technology provides real-time investment insights for owners while offering tenants seamless access to maintenance requests and billing.

We are committed to maximizing owner profitability while preserving and enhancing property value. By setting optimal rental rates and delivering prompt, professional service, we help owners grow their investments over time. At PMI Mountain West, we make property management manageable!

Your Team

Steven Anderson

Owner | Operator

Cameron Fisher

Operations Manager

Business Development Manager

Miesha Johnson

Maintenance Coordinator

Rica Africa

Executive Assistant

Azairah Abujan

Accounting

AnnAlisa & Tyler

Leasing & Marketing Coordinators

**We are proud to
maintain an NPS (Net
Promoter Score) of**

100%

**reflecting the
exceptional satisfaction
and trust of both our
owners and residents.**

OUR SERVICES COMMITMENT

Our commitment is to always strive to enhance, improve, and add value through:



Effective Communication

Strong partnerships thrive on clear and consistent communication. At PMI, we keep property owners informed with timely and proactive updates, while residents receive prompt, professional support.



Honesty and Integrity

We understand that your property is a significant investment, and we approach every decision with transparency and integrity. By prioritizing honesty in all interactions, we ensure your investment is protected and positioned for long-term success.



Accurate Accounting

Trust is essential when managing your property's finances. With complete, transparent, and regular, detailed financial reports, you can feel confident knowing your property's revenue is handled responsibly.



Management Team Availability

With our locally owned and operated team by your side, your property receives personalized attention and exceptional care. Being local means faster response times and superior support for both you and your residents.



Strategic Advisement

We'll help you strategize your property portfolio to protect your assets and build long-term sustainable wealth.

Our Services

Online Portals

- Online owner and tenant portals
- Service and work order request
- Online rent payment
- On demand document access

Maintenance

- Request triaging
- Vendor coordination
- Project oversight

Legal and Compliance

- Property filings
- Ensure compliance with Fair Housing
- Assist on legal resolutions and evictions

Real Estate Brokerage

- Represent buyers and sellers in transactions

Pre-Marketing

- Assessment of property
- Recommend improvements
- Set optimal price

Property Accounting

- Financial budgets and cash position
- Maintenance cost and invoicing
- Banking activity and deposits
- 1099 issuance

Vendor Management

- Work orders and progress reports
- Time tracking and comments
- Inspections with pictures
- Vendor payments

Advertising and Marketing

- Professional photos and signage
- Ads on 21+ RE sites and PMI website
- Videos and staging recommendations

Tenant Relation Management

- Tenant Screening
- Negotiate lease agreements
- Manage day-to-day communications
- Issue resolution





Monthly Reporting

Monthly Statement

- Payments issued to owners on 10th of the month
- If 10th falls on weekend or holiday, payments issued day prior
- Monthly income and expense reports sent on 15th of each month

Resident Management

- Review resident insurance on a monthly basis
- Enroll residents in our resident liability insurance covering negligent damages to property up to \$100K

Homeowner Portal

- 24/7 access to your online portal
- Live ledger view available for financial transparency
- Work order visible from portal
- Property management and lease agreements accessible

The Power is in the Process

PMI residential property managers follow a proven process throughout the rental cycle, maximizing everything from marketability to rental price. And if there's any maintenance required, we've got you covered. Our licensed and insured vendors will take care of it. Trust the power of the process and enjoy the peace of mind a good property manager provides.



Ready

With over \$5 billion of assets under management, PMI is the expert in residential property management. During the Ready process, we thoroughly analyze and inspect your property, making recommendations and repairs for ideal marketability. From there, we gather professional property photos, display the needed signage, and engage the use of lock boxes to maximize showings. Once that is set up, we advertise on the PMI Syndicated Network, both locally and nationally.



Select

Once the property is ready, we Select a qualified tenant following Fair Housing law to lease your property. We start this step with a professional showing system that includes self-showing and 24/7 online access backed by a driver's license and credit card requirement. Applicants will then go through our advanced screening process, which uses industry-best technology to screen each applicant properly. At PMI, we never lose sight of getting the lease signed and the property occupied.



Protect

PMI will Protect your investment into the future by managing your property through industry-leading accounting, maintenance, and communication. We ensure on-time rent collection and promise to manage a property as if it's our own. Property owners can rest assured knowing they will get their funds by the 10th working day of each month. They also receive expense reports and a monthly accounting statement, along with tax statements. If any maintenance is required, we've got you covered. Our licensed and insured vendors will take care of it.



Renew

The result of Ready, Select, Protect is a quality tenant who will Renew their lease and enhance the return on your investment. The renewal process starts 90 days in advance. We analyze the tenant's payment performance, assess the property's condition and conduct a market analysis (for any updates on the rental price).

MARKETING DISTRIBUTING NETWORK

- **Zillow**
- **Realtor.com**
- **Trulia**
- **HotPads**
- **Apartments.com**
- **ApartmentAdvisor**
- **Apartment List**
- **Rentals.com**
- **RentalSource**
- **Rentler**
- **Zumper**
- **Dwellsy**
- **Rental Beast**
- **Facebook Marketplace**

Our Pricing Plans

We offer flexible service plans with no hidden fees and multi-unit discounts.

Portfolio Sizes	Standard Package	Premium Package
	9.0%	11.0%
	8.5%	10.5%
	8.0%	10.0%
Ready the Property		
Property Setup	\$195	✓
Rental Analysis	✓	✓
Listing Syndication	✓	✓
Marketing Photos	✓	✓
Self-Showing Technology	✓	✓
Rent Ready Property Evaluation	✓	✓
Marketing Walk Through Video	✓	✓
Facebook Marketing	✓	✓
Tenant Placement & Management		
Multi-Website Marketing/Screening/Leasing Fee	\$395	✓
Criminal Background Check	✓	✓
Credit Check	✓	✓
Evictions Check	✓	✓
Professional Pet Screening	✓	✓
Renter's Insurance Set-up/Verification	✓	✓
Financial Review	✓	✓
Employment & Landlord Verification	✓	✓
Utility Coordination	✓	✓
Resident Benefits Package & HVAC Filter Subscription	✓	✓
Move-in Inspection/Move-in Coordination/Orientation	\$95	✓
Lease Preparation & Signing	✓	✓
Collection of Tenant Security Deposit/Rent	✓	✓

Protect the Property

Rent Collection	✓	✓
Accounting Services	✓	✓
Renter's \$100k Liability Insurance	✓	✓
Property Condition/Lease Compliance Review	\$75/Review	✓
24/7 Maintenance Portal	✓	✓
Priority Maintenance Scheduling	✓	✓
Online Portal Communication	✓	✓
Monthly Reporting	✓	✓
Lease Enforcement	✓	✓
Preferred Vendors	✓	✓
Furnace Filters	✓	✓
Maintenance Coordination*	✓	✓
Bill Pay	\$5/Bill	✓
Year-end Tax Statements	✓	✓

Tenant and Lease Renewals

120 Day Proactive Lease Renewal	✓	✓
Market Analysis	✓	✓
Renewal Fee	\$95	✓
Execution of Renewal Documents	✓	✓

Tenant Move-out

Lease-end Process	✓	✓
Move-out Inspection	\$75	✓
Prepare Property for next Tenant	✓	✓
Security Deposit Resolution	✓	✓

***Maintenance Coordination/Service Fees:** Each time Manager arranges for the Property to be made rent ready, repaired, maintained, redecorated, or altered as permitted by this agreement, Owner will pay Manager as a service fee equal to: 10% if the total cost is below \$1,000 and 5% of any cost above \$1,000 for each repair, maintenance, alteration, or redecoration. For Owners enrolled in the **Premium Plan**, all service fees are reduced to a flat 5%. Coordination of appliance replacement is a flat fee of \$50 per transaction for both plans.



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Questions? Let's talk!

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