

# PROFESSIONAL *PROPERTY* *MANAGEMENT*

**FULL MANAGEMENT  
SERVICES**

**RESIDENTIAL AND  
COMMERCIAL**

## **CONTACT**

*US NOW*



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# OUR SERVICES

## RENT COLLECTION & OWNER DEPOSITS

- *Property Link Management has a great track record of collecting rent*
- *Manages late rent payments and legal notices for rent arrears or damages*
- *Pays expenses like maintenance bills and management fees*
- *Directly deposits monthly rent balance into the owner's account*

## MAINTENANCE & EMERGENCY SERVICES

- *24/7 emergency service available for fire, plumbing, floods, etc.*
- *Regular property maintenance to keep it looking its best and attract quality tenants*
- *Yearly inspections to identify damages and issues requiring attention*
- *Expert advice on how to maximize property's earning potential and attract top-quality tenants*
- *Full management of property repairs and improvements to satisfaction*



# OUR SERVICES

## MONTHLY FINANCIAL STATEMENTS

- *Property Link Management provides financial statements to owners on a monthly basis*
- *Statements include rent collected, expenses paid, and deposits made*
- *Optional service available for annual financial statement for income tax purposes*

## TENANT PLACEMENT SERVICES

- *Property Link Management finds quality tenants for investment properties*
- *Contacts real estate professionals and relocation specialists*
- *Availability of staff members 7 days a week from 8 am to 8 pm for property showings*
- *Regular listings on advertising websites (Property Link, Facebook, Twitter, Off-Campus Housing, Kijiji, and GottaRent.ca)*
- *Thorough applicant screening, including credit checks, review of references, rental/employment history, and proof of identity and income*
- *Handles lease negotiation and signing*
- *Collects first and last month rent from tenants.*

