Selecting Property Managers in Sonoma by Julia Roger

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Property Managers are those who manage property for both the owner as well as tenant. Before buying a home the most important job is to select a good agent. The following points should be kept in mind while selecting an agent:

â€¢ He must have knowledge about the communities that interest the buyer.

â€¢ He must be aware of the local and state requirements affecting the property transaction.

â€¢ Effective in multi party face to face negotiations.

â€¢ Highly trained, with access to programs for continued learning and additional certifications.

â€¢ Technology focused.

â€¢ Supported by professional legal counsel.

Services provided:

â€¢ sonoma property management manages, operate and maintain the property in a professional manner, in full compliance with state federal and local laws, rules and regulations.

â€¢ Look into repairs and maintenance of the property.

â€¢ Maintain accurate records of all financial transactions in connection with the management of the property.

â€¢ Submit monthly statements of all receipts and disbursements.

â€¢ Execute service contracts for utilities and services for the operation, service and maintenance of the property.

â€¢ Provide all services required for the proper maintenance of the property including periodic inspections.

â€¢ Serve notice of termination of tenancies and notices to pay rent or quit.

â€¢ Negotiate, execute, renew or cancel rental agreements on the terms of the Owner and on behalf of the Owner.

â€¢ Screen and use diligence in the selection of all prospective tenants and abide by all fair housing laws.

â€¢ Contract for emergency repairs at ownerâ€™s expense.

â€¢ Enforce rental agreement terms with tenants.

â€¢ Conduct move in and move out walk through with tenants and make timely settling of accounts with tenants.

â€¢ Notify Owner regarding all damages and repairs at all times.

â€¢ Dealing with tenant complaints.

â€¢ Supply handyman services on request.

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