



## **Property & Rental Management Service Packages**

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Garden State Property Management, A division of MTA PARTNERS CORP  
15 Commerce Blvd, Suite 109, Bank of America Bldg on RTE 10, Succasunna, NJ 07876  
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## Investment/Rental with Property Management Service

- Creation of a detailed and in-depth marketing plan
- Use of the Garden State Multiple Listing Service, available only to licensed real estate agents
- Entry of your property into our Zillow Rental Account – World’s largest Real Estate Website
- We qualify all prospective tenants – Vetting on front end prevents issues on the back end
  - Verifying credit score and history (criminal history is no longer allowed in NJ)
  - Verify income and employment
  - Verify residential/rental history and any eviction reporting
- We cooperate with all brokers/agents and offer a “co-broke” to any licensed agent that brings us an approved tenant
- Detailed record taken of house status before tenant moves in, including pictures
- Record taken of house status at completion of lease, including pictures
- Preparation of all leases and agreements
- Periodic inspection through tenancy @ filter replacement
- Monthly Accounting/Income statements provided via Owner Portal on our website. Use your username and password to log in anytime (24/7/365)
- Monthly disbursements made to owner via bank transfer (ACH)
- Management of monthly services (i.e., lawn, pool, pest, etc....)
- Arrange any needed maintenance repairs or services with insured/approved vendors
- All security deposits are held in a non-comingled, interest-bearing escrow account as required by law at Wells Fargo – 106 NJ-10, Succasunna, NJ 07876
- Eviction processing utilizing a real estate attorney (additional Fees Apply)



## Age in Place Service

Maintaining a residence is not easy and it takes work. And when you cannot do the work yourself any longer, it becomes expensive, very expensive. Keeping track of regular maintenance, the vendors who do it, and the subsequent invoices can be worrisome. Thoughts of selling become the norm, but the stress of leaving your home is overwhelming. We have a solution. We manage your house for you and allow you to “Age in Place.” We are just one phone call, email, or a text message away. Contact us in the method that is most comfortable for you. We will manage the seasonal vendors, the semi-annual filter replacements, any repairs that you need – and provide you with one monthly invoice that is easy to read and understand. No longer will you have to worry about your home, its upkeep, and if that vendor you found on the internet is honest and priced right.

We also provide wellness checks on our clients for peace of mind for relatives, children and friends who do not live nearby.

### **OUR FEE: \$100 per month**

- Our monthly fee will be added to any invoices incurred for the month and presented to you in one easy to read invoice that can be paid with credit card, bank transfer, or check.



## Time Matters Service

Do you work long hours? Does your partner? Kids in sports? Multiple kids? Multiple sports? Club sports too?

Would you rather have nights and weekends to yourself to relax and decompress? House chores and maintenance backing up? Do you often wish there was someone to just handle it all? A concierge type service perhaps? Like living in a community that has an HOA but without the rules, regulations, and exorbitant fees!

That service exists, and you've found it. We believe that time is the most precious commodity there is – our motto is TIME MATTERS. Leave the house to us. We'll manage the vendors, the upkeep, and the repairs. We will consolidate all invoices to one easy, simple to read monthly invoice. We are just a request away on our app, or a quick text or phone call – whatever communication method you prefer. We will handle everything from pillar to post so you can put your time back into your life.

### **OUR FEE: \$100 per month**

- Our monthly fee will be added to any invoices incurred for the month and presented to you in one easy to read invoice that can be paid with credit card, bank transfer, or check.



## Pricing Break Down

### Rental with Full Management Services:

Initial Leasing Fee – **One Month's Rent** – Used for all advertising and marketing, co-broke fees, and as earned compensation for a job well done in relation to getting the property rented.

Monthly Management Fees – **\$100** – Compensation for day-to-day management of the property, including but not limited to: rent collection, service calls, vendor hiring and management, and eviction services\*. (\*Additional fees may apply)

Renewal Fee – **\$50** – If the current tenant decides to stay in the home, and renew the lease, a \$50.00 charge will be incurred. Rental price and terms will be negotiated at least 60 days out from the end of the current lease.

Remarketing Leasing Fee – **One Month's Rent** – If the current tenant decides NOT to stay, a new marketing schedule will need to be started.

Property Management Transfer – **\$195** – If you are transferring Property Management Services to us while in a current/active lease.

### Age in Place & Time Matters Services:

**\$100 per month**



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