



Property Owner  
Property Management  
*Services Presentation*

Torque Property Management  
(786) 247-8839  
[www.torquepm.com](http://www.torquepm.com)  
BK 3264480

## Introduction

Torque Property Management specializes in the management of real estate investments. Our marketing strategies coupled with the industry's most innovative tools and resources allow us to market our clients' properties to the largest pool of qualified renters and ensure your investments do not remain vacant.

We eliminate the frustrations of being a landlord so that our clients can make their investment work FOR them. As your rental managers, Torque Property Management will:

- Advertise rental properties to an extensive list of online, social and traditional marketing
- Coordinate and schedule all showings and appointments
- Process all applications through credit, employment, rental and background checks
- Collect rent aggressively in order to make timely disbursements to our clients
- Provide monthly accounting and reporting to the owner
- Perform inspections to look for preventable maintenance issues

Over the years we have created methods and policies to ensure that properties are kept at their best; meeting owner and tenant expectations. Real Estate investments are each unique and we work on an individual basis with our clients to determine their specific needs and how to best address them. We are not only property managers; we are investors. We have hands on experience in every aspect of the rental management industry and we are dedicated to managing your investments with the same care, diligence and efficiency as we do our own.

## The Process

Steps we take to making your landlord experience easy:

1. Initial property consultation – Our initial meeting consists of meeting at your property to address your needs, goals and concerns.
2. Recommendations – After our initial consultation we review and assess the repairs, alternations and enhancements that may be necessary to occupy the property in a timely fashion at a premium rental rate.
3. Repairs, Alterations and Enhancements - We have highly skilled staff and contractors that will make needed repairs and enhancements to your property at a fair price.
4. Leasing Goal – We set a target date for when we expect to lease the property based on the rental market conditions.
5. Photographs - Professional photographs of your property are taken for use in advertising.
6. Advertising – Your property is listed on top rental listing websites.
7. Signage – Professional signage created to solicit calls from interested renters.
8. Prospective tenants - Prospective tenant calls are screened.
9. Showing of your unit – One of our qualified team members will set appointments with qualified prospects to show your unit.
10. Tenant Screening- Once an application is received we screen the applicants for:
  - FICO Credit Score
  - Nationwide Eviction Search
  - Nationwide Criminal Search
  - Employment verification
  - Rental Reference verification
11. Create Electronic lease packet which includes:
  - Lease document, Applicable addendums, Applications with Photo ID's
12. Complete written walkthrough of property with tenant
13. Create photo album and video to document condition of property (viewable online)
14. Go over home maintenance and care with tenant - We explain maintenance process and emergency procedures. Tenant is instructed to contact us regarding any issues or concerns with their unit/home. The tenant is provided with a 24 hr maintenance answering service line.
15. Tenant Monthly Statements and Rent Deposit
16. Owner Income/Expense Statements emailed each month
17. Monthly direct deposit of rents
18. 24/7 access to online owner portal
19. Preventive maintenance inspections
20. Lease renewal reminders

## Online Syndication

A listing on our website means a listing to our syndicated sites, including:



Apartments.com



**Rent Jungle**



## Social Networking

Social media has become so relevant in society that is difficult to ignore. From a real estate marketing perspective, it is one of the most effective ways to increase reach exponentially.

All it takes is one follower on Facebook or one user on Twitter to repost our updates, listings, and blog entries, and exposure can double or triple with the click of a mouse.

Torque Property Management goes one step further to seamlessly integrate all social media so to ensure every potential buyer is reached. With virtual tours, online photos, and real time updating regarding properties we can easily market and advertise open houses, price changes, broker opens, new photos, and new videos of your property.



@torquepm



Torque Property Mgmt



@torquepm