

# Lara Realty Corp.

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## Rental and Management Services

We offer two basic services, full management of properties and rental services.

### Full Management of Properties

This includes the rental service, collecting rents and arranging for maintenance, and dealing with tenants on behalf of owners

1. Collection of rent and taking appropriate action if and when rent is late or is not paid. (Where the services of an attorney is involved the owner bears the cost.)
2. Making sure the tenants are satisfied by promptly attending to their concerns.
3. Getting workers and supervising repairs when required. (owners bear the cost of repairs.)
4. Checking to see that the property is well used.
5. Finding new tenant for any apartment that is vacated.
6. Our management fee is 10% of the monthly rent collected.
7. One month rent is charged as commission for finding a tenant. This is paid by the landlord. If the tenant leaves before the expiration of the lease (one year), the tenant is replaced free of charge.

### Rental Service

Our rental service is finding tenants for apartments. We do rental history check on all applicants and interview them. In most cases we meet the whole household to determine their suitability.

Where the landlord so desire, we arrange a meeting whereby the landlord can meet with their prospective tenants before final approval is given.

1. Collection and verification of tenant personal information.
2. Verification of tenant source of income and employment.

3. Verification of tenant rental history.
4. Preparation of Rental lease, and reminding landlord of renewal dates.
5. Getting another tenant for any apartment that is vacated.
7. One month rent is charged as commission for finding a tenant. This is paid by the landlord. If the tenant leaves before the expiration of the lease (one year), the tenant is replaced free of charge.

Looking forward to doing business with you.

Thanks.

Tajudeen Ajadi  
Broker of Record