

RENTAL PROPERTIES & MANAGEMENT

2305 E. Fifth Street Tyler, Texas 75701

(903) 593-2211/ 593-7106

FAX (903) 531-0312

APARTMENTS – DUPLEXES – HOUSES

FACTS SHEET

Rental Properties and Management has been managing and leasing properties in the Smith County area for more than 30 years. We are members of Texas Association of Realtors, Greater Tyler Association of Realtors, Better Business Bureau, Chamber of Commerce, Retail Merchants Association of Tyler and the Texas Apartment Association.

Ellen Woodard, ewoodard@tylerrentalproperties.com Owner/Broker, has more than 30 years in Real Estate and Rental Property Management.

Larry Lewis larry@lewisrealty1.com Owner/ Broker has been in business several years representing today's buyers and sellers in the ever changing real estate market. Not only as a broker but he also is a Property Manager for residential and business property and specializes in investment property.

Dale Purdy dale@tylerrentalproperties.com is a Property Manager with many years of experience in Property Management.

SERVICES

FOR MANAGEMENT

- ½ of First Full Month Rent at lease signing,
- 10% of each months rent thereafter
- Advertise in the Tyler Morning Telegraph
- We interact with Tenants
 - Qualify prospective Tenants
 - Prepare Lease
 - Take care of problems with Tenants
 - Manage repairs and services, as necessary, to property
 - Collect rent
- Prepare Monthly Statements and mail checks to Property Owners by the 5th of each month.¹
- Prepare IRS Form 1099 at the end of the year for Tax Filing

FOR LEASING

- ½ of First Full Month Rent at lease signing
- Qualify prospective Tenants
- Prepare Lease
- Advertise in the Tyler Morning Telegraph
- After lease is signed, Owner is responsible for all transactions with Tenant.

REFERENCES FURNISHED UPON REQUEST

¹ It is our goal to pay our owners by the 5th of each month, this may vary.