

COLLEGE TOWN
REALTY
PROPERTY MANAGEMENT

Personalized & Professional
Rental Management Service

We offer the following Rental Services

- Tenant locator service.
- Property Management service

College Town Realty
522 G Street Davis, CA 95616
Tel:(530)753-1500 Fax:(530)753-1503

Real Estate Broker: Eugene Chang
BRE#01784018

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...Serving UC Davis and the Davis Community

TENANT LOCATOR SERVICE

- Advertise your property.
- Show the property and locate a tenant.
- Process rental application.
- Sign the lease with the tenant.
- Render a one time statement of receipts and disbursements.

Fee for Tenant Locator service: 1/2 of one month's gross rent.

PERSONALIZED/PROFESSIONAL MANAGEMENT SERVICE

- Advertise the property.
 - Show the property.
 - Obtain and process applications for prospective tenants.
 - Negotiate all leases, subleases, and renewals.
 - Inspect property and keep an inventory statement on file.
 - Collect monthly rents, security deposits, and last month's rent.
 - Arrange and supervise all maintenance services for minor and major repairs.
 - Provide owner with an itemized monthly statement of receipts and disbursements,
 - Provide a check of net proceeds to the owner on a monthly basis.
 - Handle payments for mortgages, H/O Association fees, gardening bills, City water/sewer/garbage bills, taxes, and insurance.
 - If the owner so desires, College Town Realty is able to represent the owner in Small Claims Court in any suit involving tenants, and process any necessary evictions.
 - Perform a final inspection upon termination of a lease.
 - Refund to the tenant the security deposit (minus any itemized damages/charges), within 21 days of move out.
- Our fee for personalize & professional management services:
-6% of the collected gross monthly rent.**
- (+) plus the Tenant locator service fee is charged on the property also if a new group of tenants is located by College Town Realty.

*There is no charge if you have already located the tenant yourself.

In addition to our property management services,
we are also here to assist you in buying, or selling property,
and for all of your real estate needs.

Please call College Town Realty, Broker Eugene Chang, BRE#01784018
for more information.

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