



www.CranePlace.com

250 Oak Street, Suite 3 □ Ashland, Oregon □ ph 541-488-9344 □ fx 541-488-5563

SERVICES and FEES **(Residential)**

Services

Advertise and market rental properties

Act as a property owner's representative with tenants and contractors

Provide routine inspection and maintenance

Provide yard maintenance and care, if desired

Arrange for prompt, economic repairs

Collect rents and disburse funds to owners

Distribute monthly financial reports to owners

Comply with Oregon laws and pursue evictions

Collect and maintain homeowners' association dues

Assist homeowners' associations with enforcement of covenants, conditions and restrictions; maintenance of common areas; and the provision of other common services

Fees

10% of rents, security deposit forfeitures & debts collected

A minimum monthly fee of \$50.00 per month, if there is no rental income

\$25.00 hr for maintenance, repairs, and property (including yard) care performed by Manager

\$35.00 hr for emergency maintenance between 5:00 p.m. and 8:00 a.m., if performed by Manager

Reimbursement of costs of credit reports, public records checks, criminal background checks, and advertising

Reimbursement of expenses for fees related to repair and management, including supplies and dump fees

100% of NSF/returned check fees

100% of late fees

Project oversight fee equal to 10% of cost of large repair or construction project [applies to oversight of repairs NOT performed by Manager, costing over \$500]