

# **Turn-Key Properties, LLC**

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## **IF YOU WANT TO DO THE WORK TO GET A VACANT UNIT READY TO RENT YOURSELF, THAT'S FINE, BUT.....**

We will have to do a walk-through to check and see that we agree the property is ready to rent.

We have had so many problems moving a tenant into a property where the Owner said it was "ready" to rent, but after the tenant moved in, they found leaking pipes, bare electrical wires, appliances that do not work, dirty units, etc. That creates an angry tenant and problems for everyone!

**Therefore, we have created the following policy regarding renting units that someone else has done the work on:**

**Unit is ready:** When you feel the unit is ready to rent, please notify our office.

**Turn-Key will inspect:** We will then send a Maintenance Tech to your unit to check and see that it is up to Turn-Key's standards. NOTE: The unit does not have to be the Taj Mahal, but it does have to be CLEAN, electrical must meet codes and be SAFE, appliances must work properly and safely, all plumbing must work properly, it must have the appropriate number of working smoke alarms and meet basic liability and safety concerns. We are not slum lords and we do not intend to become slum lords.

**Results of inspection:** If we find deficiencies, we will e-mail you a list of our findings and ask if you will be making the repairs or if you want our Maintenance to do it. If you make the repairs, we will send Maintenance out to check the repairs, when they are completed.

**Tenant Application:** If we receive an application on a unit, prior to your notification of the unit being ready to rent, we will notify you that we have an application and ask if the unit is ready for our inspection.

**WE WILL NOT HAVE A TENANT SIGN A LEASE OR MOVE A TENANT INTO A PROPERTY THAT WE HAVE NOT SEEN AND APPROVED AS "READY".**

**Charges to Owner:** The trips to the property by Maintenance, will be billed to the Owner, according to Turn-Key's Maintenance Policy.

We can take care of any issues that you would like for us to handle. You are welcome to make some repairs and Turn-Key handle other repairs or any combination thereof.

Our main concern is that we do not move a tenant into a property that is not ready to live in. Please keep in mind, if the property is not clean enough to move your family into, then it is not ready to move another family into. Thank you for your understanding and cooperation!