



**FEEES THAT ARE NOT COVERED UNDER OUR
PROPERTY MANAGEMENT AGREEMENTS**

LEASE & ADMINISTRATIVE			
	UNIT	AMOUNT	NOTE
1 Year Lease renewal	1 Months Rent	25%	<u>AFTER FIRST LEASE EXPIRATION</u>
Over 1 Year Lease Renewal	1 Months Rent	35%	<u>AFTER FIRST LEASE EXPIRATION</u>
Association meetings	Per Meeting	\$50.00	<u>INCLUDES HOA AND RESTON ASSOCIATION.</u>
Association documentation	Per event	\$35.00	<u>REQUIRED IF NOT PROVIDED BY TENANT MOVE IN.</u>
Vacancy Management	Per Month	\$100.00	<u>PER MONTH AFTER LEASE EXPIRATION(PRORATED)</u>
Office Admin Fee for rental listing	One time	\$95.00	<u>FIRST TIME, WAIVED AFTER RENEWAL OR REFERRAL TO US</u>
Furnished Rentals	Per Month	\$100.00	<u>(THIS IS ADDITIONAL TO MANAGEMENT FEE AND INCLUDES INVENTORY MANAGEMENT)</u>
Multiple estimates	Per Estimate	\$40.00	<u>1 ESTIMATES INCLUDED WITH SERVICES. THIS IS ALSO WAIVED IF WE ARE PERFORMING MAJOR REHAB OVERSIGHT.</u>
Rehab Oversight	Per Hour	\$69.00	<u>CONTACT FOR ESTIMATE. WE CONSIDER A REHAB OVERSIGHT ANY REQUIREMENT THAT TAKES MORE THAN 3 HOURS TO PREPARE A HOUSE FOR RENT.</u>
Appear in court (Eviction)	Per eviction	\$250.00	<u>PER EVICTION, DOES NOT INCLUDE YOUR LEGAL FEES</u>
Serve a 5 Day Pay or Quit Notice	Per notice	\$45.00	<u>INCLUDES SHERIFF FEES</u>
LOCKS/SECURITY			
	UNIT	AMOUNT	NOTE
CHANGE OF LOCKS	Per Door	\$90.00	<u>DOES NOT INCLUDE LOCK</u>
CHARLIE BAR INSTALL	Per Bar	\$60.00	<u>INCLUDES BAR</u>
LEVER LOCKS INSTALL	Per Lock	\$25.00	<u>INCLUDES LOCK</u>
KEY Copying	Per Set	\$25.00	<u>INCLUDES KEYS</u>
MAINTENANCE			
	UNIT	AMOUNT	NOTE
CHANGE TOILET	Per toilet	\$79.00	<u>DOES NOT INCLUDE NEW TOILET</u>
CHANGE FAUCET	Per Faucet	\$39.00	<u>DOES NOT INCLUDE FAUCET</u>
Basic Upkeep Cleaning(Vacancy)	Per Vacancy	\$35.00	<u>UPKEEP DURING SHOWING PROCESS</u>

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