



Property Listings,
Sales & Auctions
Rent to Own Properties
Properties For Rent
Advanced Licensing
and Partnerships
About Us
Property Management
Sell Your Property
Seminars & Events
Success Library
Testimonials
Info for Overseas
Investors
Contact Information
Recommend Us
Login Options and
Preferences
Useful Links

MEMBERS SERVICES

Property Management Information

At Genesis REI, we are committed to providing our clients with superior property management. This allows you to focus on what you do best, investing your valuable time and hard earned dollars in the proper investment vehicles to secure the financial future for you and your family.

We have made a conscious decision to create a new cutting edge concept of property management that is designed to take away from the investing process your risk related emotion and concerns. We know that while we help you maintain a strong profitable portfolio, you value also let Genesis REI help you add more properties to it as well.

Quick Jump Menu

- | | |
|---|---|
| 1. First Class Property Management Services | 8. Online Forms |
| 2. Current Reporting | 9. Open Communication |
| 3. Screening and Leasing | 10. Multi State Management |
| 4. Free Online Marketing | 11. Management Online |
| 5. Maintenance Management | 12. Fee Schedule |
| 6. Bill Payment and Rent Collection | 13. Commitment to Our Investors |
| 7. Eviction Services | 14. Contact Us |

First Class Property Management Services

How Do We Do It?

Our Team will manage your properties and tenants for your portfolio using the same proven methods for success that we use to manage High Cash Flow Properties that we hold in our own portfolio. While we are managing these resources to efficiently protect your assets, we will always be accessible to you to provide timely information and the additional High Cash Flow Properties you need.

We offer the best investments and highest quality property management in the industry. Our focus is to provide you with a high return on your investment. Finally, you value never have to speak to a tenant or more than one property manager as long as we value providing you with High Cash Flow property management services. [Back to top](#)

We're Here So You Don't Have to Be!!

Our Property Management team provides our clients with robust list of services which is unmatched in the industry. These services include:

Current Reporting

We provide our clients with monthly portfolio reports. These reports include all the pertinent information needed on your properties. This includes:

- Ordinary Income (Rents Collected, Renovation Fees, etc.)
- Expenses (Taxes, Insurance, Filing Fees)
- Shared Expenses (Management Fees, One Time Contractual Fees)

- Notes Section (Other information that is vital to the property)
- So that you can manage your property online, we will also bring to you [Online Secure Reports](#) and [Direct Deposit of your rent checks](#) for a much more convenient and efficient investing experience. [Back to top](#)

Screening and Leasing

Our Property Management Team uses a wide variety of marketing methods to find the best tenants. These methods may include advertisements in the local papers, signage in key locations, web based resources, and an established network of potential renters. Once we've found the right tenant for your properties, we will run the necessary background checks and complete a strict screening process to ensure you only deal with quality candidates. [Back to top](#)

Free Online Marketing

One source used by our property management department and other investors is GoodTenant.com. This website is owned and operated by Genesis REI and gives any investor the ability to find good, reliable tenants easily. GoodTenant.com is your Fast, FREE connection to (qualified, excellent, perfect) tenants. Any investor can:

- List properties for FREE!
- Pre-qualify tenants for FREE!
- Give detailed property information for FREE!
- Show up to 4 photographs for FREE!

You have direct control over your **FREE Property Listings**. You can privately communicate with prospective tenants as well as have the ability to pre-screen them by viewing their **online rental applications**.

You can reach thousands of viewers locally, as well as nationwide, with detailed property information including photographs to **fully communicate your property features and benefits**. We are committed to the success of filling your rental vacancies.

Start using www.GoodTenant.com today to Save Time and Money finding a great tenant for your rental property! [Back to top](#)

Maintenance Management

Our team has committed resources to provide all the basic services to keep your properties in great shape. These services include lawn, plumbing and landscaping maintenance. [Back to top](#)

Bill Payments and Rent Collection

Genesis REI covers all the necessary requirements regarding the collection of rents, securities and leasing paperwork. We manage all the checks, money orders and cash collection to ensure timely payments on your portfolio. [Back to top](#)

Eviction Services

This area of property management is among the most time consuming and aggravating. We make it simple for you. We arrange for the distribution of all legal notices to the tenants.

Also, we handle all the arrangements for processing these issues through the Small Claims Court system. We aim to minimize your time with these unfortunate situations and resolve them in a timely manner. [Back to top](#)

Online Forms

Copies of the lease agreements, lead based paint pamphlets, tenant applications, and property management agreements are available to previous clients who have closed on their High Cash Flow Properties with Genesis REI, or to first time clients who have paid the 20% deposits. These forms are available through Member Services, either tied directly to your personal information or easily accessible using Internal Messaging to contact the property management department. [Back to top](#)

Open Communication

We maintain a constant line of communication with our investors and tenants. This is an open door, 24 hour and 7 day a week commitment. This allows us to give our clients up-to-date information about the tenants that occupy your properties. By building a rapport with your tenants, we can more easily and efficiently protect your assets and by building a rapport with our investors, we are able to properly develop long-term business relationships. [Back to top](#)

Multi-State Property Management

We are on an endless search to find the best High Cash Flow Properties throughout the U.S.A., for our portfolio and yours. To see a list of current areas with available High Cash Flow Properties, please visit www.GenesisREI.com/Real-Estate-Sales.asp.

However, no matter what city or state your properties are located in you will always deal with the same Senior Property Manager, who will have access to all your information making it easier for you to get answers fast, and build your individual relationship with Genesis REI. [Back to top](#)

Management Online

The best part is that you can track the progress of your properties online! You are in full control. From tenant acquisition, to rent collections, to repairs and maintenance, it's all a click away from anywhere in the world! You also receive notifications and communication from us, plus you have the ability to monitor normal day-to-day activities right on the web. [Back to top](#)

Fee Schedule

As noted above, our Risk Management fees cover a wide range of services. This includes all day-to-day issues including administrative duties, monthly financial reporting, routine maintenance service requests (24-hour emergency service included for your properties) and follow up, apartment turnover, marketing as well as other normal expenses.

Our fee structure is:

- Monthly standard rate - 10% of collected rents
- One time only set up fee equal to \$100 per property and \$50 per additional unit.
i.e. - 1-family (\$100), 2-family (\$150), 3-Family (\$200)
- 1st month rent on each vacancy filled. [Back to top](#)

Commitment to Our Investors

In order to remain focused on providing a superior service for our investors, we currently do not offer property management for properties purchased through other sources. Although many investors have sent us inquiries about contracting our

services, at this time we are only offering property management for our clients. This ensures an easy and profitable experience investing in High Cash Flow Properties. However, as an added service to our existing clients, we may be willing to take over management of additional properties if they meet our strict requirements. If you are an existing client of Genesis REI, and would like to have us manage additional properties for you, please contact our property management department for a specific list of criteria. [Back to top](#)

Contact Us

For all other property management related questions, concerns, or comments, please contact our property management department, using the Member Services section of GenesisREI.com to send an Internal Message to Property Management. [Back to top](#)

**Click. Purchase. Manage. Profit. **

It used to be **hard work** to find, renovate, rent, and manage **multiple** High Cash Flow Properties. Genesis REI now makes it easy and hassle free! By allowing us to effectively manage your investments, you **值** have more time to concentrate on the higher-level business decisions, and continue to build your portfolio with quality High Cash Flow Properties. To begin planning your next acquisition, please visit www.GenesisREI.com/Real-Estate-Sales.asp

[Home](#)[Prayer Pages](#)[What's New](#)

as of 2/4/2009

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