



Property Management Start-Up Checklist

Questions? Call Toll-Free 800-978-8870 or 623-376- 8870
[Ultimate -Properties.com](http://Ultimate-Properties.com)

- 1. Management Agreement – Fully Completed, Signed and Delivered to Ultimate Properties** (Fax to 623-566-1303 Acceptable)
 - 2. \$150 Management Account Setup Fee** paid to Ultimate Properties
(Plus \$50 per additional property)
 - 3. Change Property Insurance** to Landlord/Fire Policy
(Increase liability limit to \$500,000) and provide policy info to Ultimate Properties
 - 4. Change Homeowners Association** mailing address to:
C/o Ultimate Properties, and provide info to Ultimate Properties
 - 5. Keep Utilities on** until tenant moves in – Ultimate Properties will handle transfer of responsibility to tenant
 - 6. Make Arrangements for Pool & Landscaping Services** until property is occupied (if needed, consult with Ultimate Properties)
 - 7. Provide all Home and Appliance Warranty Info** to Ultimate Properties (if applicable)
 - 8. Change Mailing Address for property tax bill**
(ONLY when property tax is NOT included in mortgage impound)
 - 9. Provide any Special Instructions** for your home to Ultimate Properties
 - 10. Provide all Keys, Openers and Codes** for doors, padlocks, garage and guard gates to Ultimate Properties
 - 11. Provide Local Bank Deposit Slips** to Ultimate Properties if you prefer to have your monthly rental income direct deposited
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Dear Interested Property Owner,

Thank you for your interest in our property management program. Because it is hard to impart our years of experience in a brief letter outlining our process, we have enclosed several different forms and letters in hopes that you will receive an accurate view of our total approach to property management. Please remember that paper work alone does not guarantee a successful experience with income property. An understanding of people's needs, coupled with the personal attention to detail increases your chance of positive outcome (or cash flow).

Our company's focus is primarily on property management. This enables us to understand the requirements of income property owners, which simplifies our role and allows us the time and energy to concentrate on serving your management needs. To serve you well, we must communicate successfully with you. Our best communication tool is our computerized monthly statements, which give you an exact accounting of the previous month's activity.

The fee structure at Ultimate is very competitive and based upon rents collected. If your house is vacant, you do not pay management fees until we re-rent it. We actively pursue qualified tenants who are willing to care for your home as if they owned it. We work to develop a solid relationship with each tenant. Our experience has found that a successful property management program is based on the fragile balance between satisfied property owners and happy tenants. Happy tenants prefer to stay where they are and sign a renewal lease.

Our property managers are aware of each property, its history and the owners' eventual goal for the property. Inspections, scheduled and unscheduled, are necessary to ensure your property is given the level of care you expect. When the need arises for general maintenance, we work only with trusted contractors who are licensed and insured. When major repairs are required, we obtain estimates from several contractors to ensure you are getting quality work at a fair price. Naturally, we follow up on all repairs to inspect for quality workmanship.

With an easy to manage website, in addition to newspaper ads and fliers in the front of each home, getting the property rented has become a smooth process. This system of marketing has made it effortless to add additional homes to the list of rental houses available.

We are continually analyzing our procedures, looking for ideas that will improve our process. Your input is important. Please take a minute to review the enclosed forms and letters. If you have any questions, ideas, or suggestions, please give us a call. Our toll free number is 1-800-978-8870.

We look forward to getting to know your needs better.

Sincerely yours,

Mike Reid

Mike Reid
President

8518 W. Deer Valley Rd. #100, Peoria, AZ 85382
Toll Free 1.800.978.8870 Office 623.376.8870 Fax 623.566.1303

Management Agreement

All management fees are commission based.
That means: No Rents, No Fees! Ultimate Properties
will make the most when we find a good tenant that
pays and occupies the property for a long time...sounds
like what most Owners are looking for too!



Management Agreement

THE UNDERSIGNED OWNER hereby employs the undersigned Broker exclusively to rent, lease, operate and manage the real property situated in the City of _____, County of Maricopa, State of Arizona, described as _____

_____ for a period commencing this date and terminating at midnight of **December 31, 2011**, upon the following TERMS and CONDITIONS:

BROKER'S OBLIGATIONS

Owner hereby confers upon the Broker the following duties, authority and powers:

1. **LEASING.** To advertise the availability for rent of the property or any part thereof, and to display "For Rent" or "For Lease" signs thereon; to execute leases for terms not to exceed one year, renewals, or cancellations of lease relating to the property; to terminate tenancies, and to sign and serve for the Owner such notices as Broker deems appropriate; to institute legal actions in the name of the Owner to evict tenants and recover possession of the premises, to recover rents and other sums due; to settle compromise and release such actions.
2. **PRICE DETERMINATION.** The herein described property shall be rented for a price determined by comparison with recently rented comparable properties.
3. **RENTS.** Broker to collect rents and to collect and disburse security and other deposits and all receipts collected for Owner in a trust account with a qualified banking institution, but Broker shall not incur any liability for bankruptcy or failure of the depository.
4. **ESCROW OF SECURITY AND OTHER DEPOSITS.** Broker to deposit security and other deposits in a trust account maintained by the Broker for the receipt of security and other deposits with the specific agreement by Owner (evidenced by signature hereto) that any interest earned on such trust account shall accrue to the benefit of Broker.
5. **MAINTENANCE.** Broker to employ, supervise and discharge all labor required for the operation and maintenance of the property.
6. **SERVICE CONTRACTS.** Broker to execute contracts for utilities and services for the operation, maintenance and safety of the property, as the Broker shall deem advisable and/or necessary. If the property is under a home warranty, Broker will contact home warranty company for service.
Home Warranty Company: _____ Policy # _____
Phone # _____
7. **REPAIRS.** Broker to take charge of repairs, decorating and alterations, and to purchase supplies thereof. Broker agrees to obtain Owner's prior authorization for any and each expense item in excess of \$250.00 or _____, except monthly or recurring operating charges or emergency repairs, or in the event the Owner is not reasonably available for consultation, if the Broker deems such expenditures in excess of this amount necessary for the protection of the property from damage or to perform services to the tenants provided for in their leases.
8. **DISBURSEMENTS.** All sums in excess of the minimum trust amount (all deposits and maximum of \$150.00 maintenance reserve) to be transmitted to Owner monthly.
9. **MONTHLY STATEMENTS.** To render monthly itemized statements of receipts, charges and accruals, and to remit to Owner receipts less disbursements and accruals for future expenses. In the event disbursements shall exceed receipts, Owner shall promptly remit such excess to the Broker. Owner assumes full responsibility for the payment of any expenses and obligations incurred in connection with the exercise of Broker's duties set forth herein.
10. **CANCELLATION.** Broker may cancel simply by serving written notice to the Owner at least 30 days prior to the desired final date of management.

OWNER'S OBLIGATIONS

1. **BROKERAGE FEES.** Owner agrees to pay Broker a fee or fees for services rendered at the rates herein set forth. Owner recognizes Broker as agent in any negotiations relative to the property or any part thereof, which may have been initiated during the term hereof, and shall compensate Broker in accordance with the rates hereinafter set forth. Such compensation is due and payable on demand and may be deducted by the Broker from receipts.

Set-up: A one-time set-up fee of \$150.00 is charged for the first new managed property and \$50.00 for each additional property, and will be deducted from first receipts.

Management: 12% of normal rents collected monthly; 100% of late charges.

2. **CANCELLATION.** Owner may cancel simply by serving written notice to the Broker at least 30 days prior to the desired final date of management, and by paying 7% of the remaining portion of any lease/rental agreement in force.
3. **HOLD HARMLESS.** Owner agrees to hold harmless from all damages or suits in connection with the management of the herein described property, and from liability for injury suffered by any employee or other person whomsoever, and to carry, at his own expense, adequate public liability insurance and to name the Broker as co-insured. The Broker also shall not be liable for any error of judgment or for any mistake of fact or law, or for anything which he may do or refrain from doing hereunder, except in cases of willful misconduct or gross negligence. If suit is brought to collect the Broker's compensation or if Broker successfully defends any action brought against Broker by Owner, relating to the property, or Broker's management thereof, Owner agrees to pay all costs incurred by Broker in connection with such action, including a reasonable attorney's fee.
4. **DATA AND RECORDS.** Owner agrees to make available to Broker all data, records and documents pertaining to the property, which the Broker may require to properly exercise his duties hereunder. The Broker accepts this exclusive employment and agrees to use due diligence in the exercise of the duties, authority and powers conferred upon him under terms hereof.

Dated: _____

OWNER'S NAME (PRINT)

OWNER'S NAME (PRINT)

Ultimate Properties, Inc.

OWNER'S SIGNATURE

OWNER'S SIGNATURE

By: _____

MAILING ADDRESS

SOCIAL SECURITY #

ULTIMATE PROPERTIES
8518 W. Deer Valley Rd #100
Peoria, AZ 85382
800-978-8870 Fax (623) 566-1303
www.Ultimate-Properties.com

HOME TELEPHONE #

WORK TELEPHONE #

E-MAIL ADDRESS

Expiration & Renewal Letter

A strong renewal program is a must for real profitability. 85 to 90 percent of our Tenants renew with us on a regular basis...
WITH a rental increase!



LEASE RENEWAL INSPECTION NOTICE

Date: _____

Account#: _____

To: _____

Lease Expiration Date: _____

Your lease is expiring soon! We want to give you credit for the care that you have been giving your home. In order to do this, we have scheduled an inspection at the property you now rent.

We hereby give you written notice that a representative of Ultimate Properties will inspect the inside and outside of the property between 9:30 AM and 12:00 PM on Monday, July 9, 2005.

You are not required to be present; however you are invited to attend the inspection.

IF YOU DO NOT PLAN TO RENEW YOUR LEASE AND LIVE AT THE PROPERTY, YOU WILL NEED TO SUBMIT A 30-DAY WRITTEN NOTICE TO ULTIMATE PROPERTIES ADVISING US THAT YOU WILL BE MOVING. YOU MUST CONTACT OUR OFFICE TO CANCEL THE SCHEDULED RENEWAL INSPECTION IF YOU PLAN TO VACATE THE PREMISES.

**ULTIMATE PROPERTIES
8518 W. Deer Valley Rd. #100
Peoria, AZ 85382
(623) 376-8870**

Lease & Property Condition Report

The foundation of a well-run property management program is the rapport that develops between the Landlord and Tenant. These two forms along with our 30 minute Tenant orientation does just that!



LEASE

ACCOUNT#:

This lease entered into this 29th day of May 2008 by and between, **Ultimate Properties, Inc.** here after referred to as the OWNERS, and

Mr. & Mrs. Sample Lease

Herein after referred to as the RENTERS, WITNESSETH: That the OWNERS, in consideration of the mutual covenants hereinafter set forth, do by the present, Lease to the RENTERS the property described as:

<u>0000 W Volunteer Ave</u>	<u>Anywhere</u>	<u>Arizona</u>	<u>85323</u>
Street Address	City	State	Zip

TO HAVE AND TO HOLD the same to the RENTERS until termination of this Lease as hereafter provided:

1. The monthly rent shall be the sum of **\$985.00** and all rental payments due herein shall become due on or before the 1st day of each calendar month, hereinafter referred to as the due date.
2. All rental payments shall be paid monthly in advance, in consecutive calendar installments and shall become due and payable in full, on or before the date due. **NO partial rental payments shall be accepted, except as provided herein.**
3. The rental payment shall commence on the 30th day of May 2008, and shall continue henceforth for a minimum consecutive calendar period of 12 months and 2 day(s) with such minimum rental period ending May 31st, 2009 and thereafter shall continue until terminated at the election of either party hereto. It is agreed that the party so electing to terminate shall do so by serving actual notice in writing to the other party at least thirty(30) days in advance of his intent to do so, otherwise the lease will continue month-to-month with the same terms and conditions. **All (30) day notices must be given on or before the day rent is due.**
4. The RENTERS shall pay to the OWNERS:
 - a) The sum of **\$ 985.00**, as/and for the payments of the rental period beginning on May 30th, 2008 and ending on June 30th, 2008
 - b) The sum of **\$ 985.00**, as/and for cleaning and damage deposit and that this sum is hereafter referred to as the DAMAGE DEPOSIT.
 - c) The sum of **\$ 26.27**, and/as for the payment of sales, privilege, excise taxes; in addition, the tenant is liable for any rental taxes which are subject to change during the course of the lease agreement.
 - d) **\$45.00** is a non-Refundable Lease Processing Fee.

5. The total of \$ 2041.27 (4a, b, c and d) is to be paid in the following manner:

\$ \$985.00, received herewith April, 12, 2008

\$ 1056.27, received herewith May 30, 2008.

Total regular monthly payment is \$985.00 + Tax \$ 26.27 = \$1011.27.

6. RENTERS agree that they have conducted a full and thorough inspection of the premises and have accepted the same on an "as is" basis, and they agree to maintain the premises in good condition, reasonable wear excepted, and they agree to pay for all water and utilities used thereafter, and the RENTERS expressly agree that they shall make no demand upon the OWNERS for the payment of any remodeling, improvement, or maintenance of the premises in any nature or degree whatsoever. However, in the event the heating, cooling or hot water systems should develop a major defect, then the OWNERS shall, within a reasonable period of time effect to repair the same and the OWNERS shall pay for the repairs of said defects. (But, if repairs are due to RENTERS, the same shall pay for said repairs). It is expressly agreed that the Renters shall pay for all maintenance of same including the use of such filters, pads, and cleaning as may be required. *RENTERS understand that smoking inside the home may cause tremendous damage to the property and therefore is not allowed. If it is determined that smoking has occurred inside the property, the RENTERS may be responsible for, but not limited to, expenses for the following: painting, cleaning or replacement of blinds, cleaning of air ducts, carpet deodorizing, etc.*
7. The RENTERS agree that at the termination of this Lease, they will deliver to the OWNERS peaceable possession of the premises in as good a condition as it is now, reasonable wear expected after the RENTERS have vacated the premises and returned all keys, the OWNERS or their Agents shall inspect the premises, and return to the RENTERS the said DAMAGE DEPOSIT, less any charges for damages, janitorial services, delinquent rental, or other expenses chargeable to the RENTERS. **RENTERS acknowledge that they have received a Property Condition Report or Move-out/Move-in Report prior to occupancy and understand that they may be present at the final move-out inspection.**

NOTE: The RENTERS have one week (7 days) from the date of occupancy to present to the OWNERS a written description determining the condition of the property. If no description is presented, then the RENTERS will assume all responsibility for any discrepancies upon vacating the property. _____ initials _____ initials

- a) In the event of abandonment, the Landlord shall hold the Tenant's personal property for a period of ten (10) days beginning on the first rental due date occurring after the Landlord holds property for this ten (10) day period. If the Tenant makes no reasonable effort to recover said property, the Landlord may sell the property, retain the proceeds and apply them toward the Tenant's outstanding rent. If provided by a written rental agreement, the Landlord may destroy otherwise dispose of some or all of the property if the Landlord reasonably determines the value of the property is so low

that the cost of moving, storage and conducting a public sale exceeds the amount that would be realized from the sale.

8. TIME IS DECLARED TO BE THE ESSENCE OF THIS LEASE.

Whereas, it is acknowledged that the herein property is encumbered by a Realty Mortgage, Trust Deed, etc., the payments of which must be paid promptly as and when due; and that these mortgage payments are to be paid from the proceeds of the herein rental payments, and that it is a manner of critical urgency that all herein rental payments be paid promptly as and when due. Accordingly, time is declared to be the essence of the Lease and the parties hereto expressly agree to be governed by all the terms and conditions of the following:

SPECIAL PROVISIO:

- a) **It is understood and agreed that the herein rental payment of \$985.00 per month and that all monthly payments are due and payable in full on or before the 1st day of each month, and the RENTERS agree to pay all rental payments promptly on or before the due date.**
- b) **In the event any rental payment should NOT be paid on or before the date due, then the RENTERS agree to pay the LESSOR a "special late charge" penalty in the sum of one percent of the monthly rental payment (\$9.85) for each and every day that shall expire until the rental payment together with all accrued penalties shall have been paid in full.**
- c) **Provided, however, that in the event that any of the said rental payments should ever become in arrears for a period of five (5) consecutive days past the date, such five day notice is deposited with the U.S. Mail, then this Lease shall terminate forthwith and the RENTERS agree to vacate the premises promptly according to the following terms and conditions.**
- d) **In the event the RENTERS shall vacate the premises prior to the sixth day of the period of the said arrearage, then this Lease shall be referred for EVICTION proceedings, and the RENTERS shall forfeit to the OWNERS all sums paid herein, including the sum \$985.00 damage deposit and the non-prevailing party to pay all of the costs of the said EVICTION proceedings including reasonable attorney fees and collection costs.**

The RENTERS agree not to let or underlet the whole or any part of the herein premises.

9. The covenants herein shall extend to be binding upon the heirs, executors, and administrators of the parties to this Lease.

10. The only occupants will be the herein RENTERS and their children who are:

Suzie Sample Lease and Billy Sample Lease

11. The RENTERS agree to maintain the exterior vegetation to high standards (grass not to exceed four inches in height).

All pets to remain outside only NO PETS ALLOWED Pets Noted
Below _____

12. This lease shall supersede all previous leases when signed by the parties listed herein.

RENTERS agree to follow the rules and policies set forth by the Homeowners Association. A \$20.00 processing fee will be assessed for violations and/or fines and notices that have been caused by the RENTERS.

There is no Homeowners Association related to this property.

13. The RENTERS may obtain a copy of the Landlord Tenant Act at the office of the Secretary of State or on the web at:

http://www.azsos.gov/public_services/Publications/Residential_Landlord_Tenant_Act/2004/Landlord_Act.htm

14. At the Owners option, the RENTERS agree to pay one half the costs, not to exceed \$50.00 per weed spray, for a biannual (twice a year) weed treatment of the rock areas in the front yard.

15. Additional Terms and Conditions:

Ultimate Properties, Inc.

By:

(OWNERS OR AGENT OF THE OWNERS)

(RENTER)

Initial _____ Date _____

(RENTER)

of Unit Keys _____

(RENTER)

of Mailbox Keys _____

of Garage Remotes _____

(RENTER)

of Gate Remotes _____

Current Phone #:(_____) _____

of Pool Keys _____

Other Items _____

PROPERTY CONDITION REPORT

Date _____ Address _____ Account # _____

Tenant(s) Name _____ Phone # _____

Exterior	Paint	Misc.	Bathroom
Front Yard	Floor	Bedroom	Basin
Backyard	Drapes	Paint	Tub
House Paint	Screen	Floor	Shower
Trim Paint	Misc.	Drapes	Paint
Front door	Dining Area	Screen	Floor
Cooling	Paint	Misc.	Drapes
Fence	Floor	Bedroom	Screen
Roof	Drapes	Paint	Misc.
Pool	Screen	Floor	Master Bathroom
Patio	Misc.	Drapes	Toilet
Parking	Hall/Entry	Screen	Basin
Misc.	Paint	Misc.	Tub
Living Room	Floor	Bedroom	Shower
Paint	Door Bell	Paint	Paint
Floor	Filter	Floor	Floor
Drapes	Master Bedroom	Drapes	Drapes
Screen	Paint	Screen	Screen
Misc.	Floor	Misc.	Misc.
Kitchen	Drapes	Bedroom	Room
Range	Screen	Paint	Paint
Oven	Misc.	Floor	Floor
Fridge	Bedroom	Drapes	Drapes
Dishwasher	Paint	Screen	Screen
Disp.	Floor	Misc.	Misc.

The following checked items were completed upon taking possession of property:

- _____ Clean oven & stove
- _____ Wash out tubs, sinks & showers
- _____ Wipe down & wash cabinets & countertops
- _____ Remove all trash inside & out
- _____ Painted and or Touch-up painted
- _____ Trim all bushes mow & edge lawns
- _____ Clean carpet, go lightly over drapes
- _____ Wash down driveway & walks (remove grease)

The herein renter(s) by signing below acknowledge the condition of the property as listed above.

Signature

Date

Five Day Notice & Yard Letter

In an age of permissiveness, these forms rehabilitate wayward Tenants and foster good communication. We deliver a great product and services to the Tenant and expect prompt rental payment and proper care of the property. **AND WE GET IT!**



5 Day Eviction Notice

Date: _____ Account #: _____

To: _____

Pursuant to Section 33-1268, Arizona Revised Statutes, we hereby give you written notice that you are in violation of the terms of your lease for failure to pay rent when due.

There is now due in the amount of \$ _____ plus a penalty of \$ _____ for each day after the due date.

In the event it is not corrected within five (5) days, we shall consider this lease terminated and demand that you vacate the premises by

_____.

In the event that you fail to correct your default or to vacate the premises as of the date set forth above, we shall pursue available legal remedies to evict you from the premises and pursuant to the terms of your lease agreement, we shall look to you for the payment of legal fees thereby incurred together with accrued rent and late charges.

ULTIMATE PROPERTIES
8518 W. Deer Valley Rd. #100
Peoria, AZ 85382
(623) 376-8870

**ONLY A CASHIER'S CHECK OR MONEY
ORDER WILL BE ACCEPTED.**

Monthly Statement

This monthly statement is sent to the Owner with invoices, if any, within five days after rent is received.



Yard Notice

Date: _____

Account#: _____

To: _____

Recently a representative from Ultimate Properties did an inspection of the yard at the property you are renting. We are writing to inform you of the problems noted, namely;

An inspection will be performed in two weeks (on or shortly after _____) to ensure this problem has been taken care of. Maintaining the exterior vegetation is your responsibility that you agreed to upon leasing the property. (See your lease # 12). If this problem is not corrected in a timely manner, we will contract out the yard-work and bill you the cost.

If you have any questions, please contact our office. Thank you for your prompt attention to this matter.

Ultimate Properties
8518 W. Deer Valley Rd. #100
Peoria, AZ 85382
(623) 376-8870

ANSWERS TO FREQUENTLY ASKED QUESTIONS

- 1. When do I get my rent check?** Our goal is to process your tenant's monthly rent payment the day after we receive it (Friday receipts are processed on Monday.) Part of processing involves the printing of your monthly statement and issuing your check. We realize many of our investors/owners rely on the monthly cash flow for their mortgage payments. We continue to meet and exceed our goals in getting that money to you. Some Owners find it easier for us to do a direct deposit of their monthly rent checks.
- 2. What happens when my home becomes vacant?** Our first concern with your empty home is: "What is needed to place a new tenant into your home as soon as possible?" We know that every day a home sits empty is a wasted opportunity and a non-recoverable cost. A "For Rent" sign is placed in front of the property usually after the 30 day notice is received. (It is not uncommon for us to re-rent a home before it becomes vacant.) When the property becomes vacant, it is inspected and digitally photographed. From the information gathered at the home and using our inspection report and photos, we will determine what needs to be done to re-rent the home and what may be chargeable to the prior tenant's deposit. We will also review with you any recommendations of work we feel will be needed to attract a quality tenant.
- 3. How are tenants screened?** Our tenant screening process is two-phased. We first request a credit report. After we receive the credit report, we make three phone calls. We call the prospective tenant's current landlord, prior landlord and employer. The current landlord provides us with a recap of the tenant's most recent payment performance as well as any comments or problems they have experienced. The prior landlord gives us an overview of the tenant including, but not limited to, how the applicant left their former home. The employer verifies their wage, length of employment, and often offers additional insights. Before we rent to anyone, we feel we've gotten to know them pretty well.
- 4. If a tenant fails to pay rent, how long does it take to get them out?** This is not an issue we deal with frequently. By offering a good product and a thorough screening, we find that we are seldom in this situation. But, when we are faced with a delinquent and uncooperative tenant, we are just as effective in the eviction process. Start to finish, a tenant who does not pay their rent is *normally* removed within 30 days from when their rent was due.
- 5. How long does it take to rent my property?** This is the hardest question to answer with one specific answer. Market conditions change, every home is different, and rents range from \$750.00 to over \$2,000.00 per month. Much of your answer will have to do with the condition of the property and our pricing structure. An ugly overpriced home will sit vacant for a while.

6. **How often are inspections performed?** An empty home receives more attention than when it is occupied. Between our landscaper visits and fliers that need replacing, the property would get visited often. We want your home to present the best appearance possible, and we can only do this with frequent visits. Occupied homes receive many different types of inspections with varying frequencies. We perform a renewal inspection when a lease is about to expire and the tenant is interested in renewing. This is a detailed inspection of the interior and exterior of the home to identify any deferred maintenance and/or tenant damage. With this inspection, we are better able to make a partial decision on possible rent increases based on market trends and how well the property is being cared for.
7. **Would we be charged for advertising?** No! Ultimate Properties pays for all advertising. Sunday and Wednesday ads in the newspaper, Ultimate Properties' website, and fliers in front of each house blankets each property with a specific marketing plan.
8. **Would we be charged a lease fee each time our home is re-rented?** No. Our commission-based fee structure is based solely on rent collected. We also do not charge for any other miscellaneous charges that we feel are part of our normal daily responsibilities.
9. **What are some of the other services you offer?** We are constantly researching and developing better ways to do our job. We are always experimenting with ideas that will save you money and improve your property. For example, last year we found a way to offer liability insurance to our investors/owners at a considerable savings. We always have several ideas on the back burner. Many of our ideas come from our clients. We try to find ways to make things better for **YOU!**

Reference List

For Management of Single Family Homes

Nancy Anundson
(612)944-5316
nanundson@compuserve.com

9620 Yukon Circle
Bloomington, MN 55438

Ronald & Cheryl Ross
(714) 963-5367
ronross@earthlink.net

9391 Gulstrand Circle
Huntington Beach, CA 92646

James Scott
(248) 682-7993
jjscott@netquest.com

1074 Sandpiper Drive
Waterford, MI 48328

Hank Sperl
(651) 257-2900
(520) 720-9777

P O Box 634
Lindstrom, MN 55045

Duane Grundhoefer
(651) 779-0876

7840 66 Street N.
Pine Springs, MN 55115

Ultimate Properties, Inc. is a part of the Better Business Bureau; view our report @ http://www.arizonabbb.org/company_search.asp