

REAVES

PROPERTY MANAGEMENT, LLC



Single Family



Town Homes



Condos

Robert Reaves is the sole proprietor and a licensed Broker in the state of Virginia

Established in Virginia Beach, Virginia, REAVES Property Management focuses on Single Family Homes, Town Homes (individual), and Condos (individual). An Experienced Property Manager, Realtor, and Real Estate Investor, Robert has served the Hamptonroads area since 2002.

Serving You

and Your



Valuable

Investment

The company provides Owners with the highest quality of management service and attention to detail. Reaves Property Management is also proud of its record of building and maintaining excellent Tenant relationships.

Not only does the company manage a variety of properties in the local area, it is also the owner of several of these properties.

Call now to discuss how Reaves Property Management can meticulously market and manage one of the largest investments in your life.

call **Robert at 757-567-0661**

900 Commonwealth Pl Ste 200-311 ▪ Virginia Beach ▪ VA ▪ 23464

ReavesProperty@yahoo.com eFax 804-414-6542

visit RobertReaves.com

Who is
REAVES PROPERTY MANAGEMENT

Robert Reaves is the owner/operator and a licensed Broker in the state of Virginia.



Over 10 years of experience in Property Management



Member of National Association of Residential Property Managers

Member of the National Association of Realtors



Real Estate Investor with properties of my own

Virginia Beach resident and Homeowner since 1993.

Chief with over 22 years of active duty, 1980-2002

B.S. Degree, Computer Information Systems

A.A. Degree, Liberal Arts

Minnesota Vikings fan 

As the Sole Proprietor I personally manage which allows me to give your property the undivided and meticulous attention it deserves.

I worked for over two years as a Property Manager at the Virginia Beach Oceanfront and learned the details of Property Management. I began acquiring properties of my own and shortly thereafter became a Real Estate Agent.

People-friendly, customer oriented, computer literate, and excellent administrative and organizational skills. I also know how to inspect homes and identify potential problems (a valuable plus for you).

Married my lovely Wife Emily in August of 1982. We have three beautiful Daughters Ebony, Roberta, and Tiffany and 5 Grandchildren! Emily is an Account Clerk with the City of Virginia Beach, Ebony is raising a family in California, Roberta is a Medical Assistant living in Virginia Beach, and Tiffany is a Marketing Director in New York.

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What
REAVES PROPERTY MANAGEMENT
will do for you

A property manager is the perfect buffer between you and your tenant — and if relations were to deteriorate you might be very grateful that you are not the front man, and the Tenant does not have your phone number. I don't merely collect the rent I provide *total* property management.

The services rendered by me leaves you free from the detail work such as preparation of accounting records, property showings, screening tenants, organizing and supervising repairs and maintenance, and purchasing supplies. I can also provide expertise in technical and operational areas.

In general, my responsibilities often include performance or coordination of:

- Showing the property to prospective tenants
- Screening and selecting suitable tenants
- Negotiating leases or tenancy agreements
- Establishing rental structure
- Collecting rents
- Ensuring lease compliance
- Supervising the maintenance of the lands and building(s)
- Developing preventive maintenance programs
- Purchasing supplies or services as required
- Maintaining proper accounts, reporting of all income and expenditures
- Maintaining good tenant relations
- Advertise for maximum exposure using REIN, yard signs, internet, print ads, & etc...
- I Personally conduct property inspections



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Information deemed accurate but not guaranteed. Reaves Property Management is an equal opportunity service provider & equal opportunity employer.



What does the **OWNER** have to do?



In general, your responsibilities are the same as when you actually lived in the residence. The biggest difference is now you have a “Middle Man”. You maintain your Mortgage, Taxes, Insurance, & Association payments. You & the property still have to comply with applicable laws, rules, and regulations.



You will be expected to pay the expenses of Managing, Owning, and Operating the property. For example; classified advertising, property maintenance & repairs, legal fees, Finders Fees (if another agent shows your home), and yard upkeep (if needed).



These items are normally paid for out of your received rent. However, you may be asked to contribute funds to cover my out of pocket expenses if a property is vacant for a period of time.



What's taking so long?



Remember..... the sales market is experiencing challenging times which *can* translate into an abundance of available rental properties.

We don't want just *anyone* in your home, so please.....Be Patient.....and believe me, we will find the right Tenant for you.



Home Enhancement is a valuable tool that gives a Seller an advantage in the sales arena. That same principle applies to Landlords & rental property.

We can only expect a Tenant to clean and leave the home in as good a condition as they received it.

Take a look at my “Cleaning Guidelines” (tenant documents) to see what I look for when I do a move out inspection.



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How does the Property Manager get funds to the Owner?



- ❖ I currently bank with Bank of America and can make electronic deposits to another BOA account (I will need name & zip code as it appears on your bank statement)
- ❖ I make check deposits at various local banks. Please provide me with personalized deposit slips if you have them
- ❖ I can mail a check to a particular address

*****My policy is to have owner checks out by the 10th of each month *****

Please Note: Tenants are expected to pay rent in full and on time
however, life happens.

You cannot depend on current rent due from your tenant to make your monthly mortgage payments on time.



Maintenance and other expenses will be deducted from the rent and the remainder deposited to your account.

You will receive monthly cash flows with receipts that document current and year to date income and expenses.



I can't talk enough
There are times
decision.



about talking..... I mean **communication**.
when I will need your input, direction, or a

A prompt response or acknowledgement to an
keep us on the same page



email, text, or phone message will
and add to a great relationship.



How do I screen for Tenants?

A majority of tenant problems can be eliminated in the screening process. It's difficult to relax when you have vacancies. So getting it rented to a properly qualified tenant is the main idea.

Basically I;

- Ask qualifying questions at the initial contact such as
 - reason for moving
 - # of people (including children and ages)
 - any pets / smoking
 - job & rental references
 - credit status



I advise customers that a full Security Deposit and rent are due up front.

- Show the property noting both negative and positive impressions of the potential tenant such as appearance, attitude and manners, any indications of being difficult to deal with or cooperative, etc...
- Customer completes an application, a credit check is run, employment is verified, and I attempt to contact landlord references.
- I meet with the Tenant-elect to go over and sign the lease agreement and collect any funds due.

I always say "You can't tell by looking"! Having said that I've found this process works pretty well.

Rented

**** Please keep in mind ****

The Rental market *generally* follows the Sales market in that there is an abundant supply of Rental properties available (just as there are a lot of properties for sale). And just like the sales market.....

a good quality home for a good rental price

will rent

