



The Role of a Property Manager

A Day-to-Day Overview

Property managers take charge of daily operations, protecting owners' investments and enhancing the tenant experience.

On Daily Basis, They Work On

Responding to tenant inquiries and requests.

Coordinating routine and emergency maintenance.

Handling rent collection and late payment follow-ups.

Conducting property inspections regularly.

Enforcing lease agreements and policies.

Managing vendor relationships for repairs and services.

Overseeing tenant move-ins and move-outs.

Maintaining accurate financial records and reports.

Ensuring compliance with local and state regulations.

Communicating updates and issues to property owners.

www.realstarmanage.com

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