



Specialized Real Estate Services, LLC
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Additional Services and Fees

The following fees, except for those that are indicated as contracted, are managed by Specialized Real Estate Services, LLC. We are committed to do our utmost in providing you the most cost effective and quality approach when contracting these services, below are some suggested services we offer and there associated fees. These services will only be preformed when asked by owner to do so, or when it is advised by the management company to the owner.

- **General Maintenance** calls, an approved contractor to provide service call for smaller items and repairs **fees vary** per trip, this is only charged when actual work is performed but does not include the actual cost of repair.
- **Fire Extinguishers \$25.00**, needed for housing authority tenants. Suggested for all owners.
- **Lawn Care Services \$25.00 - \$50.00** per trip, depending on yard size.
- **Home Cleaning Services \$25.00** per hour. Required at pre move-in or unit turnover.
- **Mid-Lease Inspection \$50.00** per trip. Includes inspection and report of property's status and digital photo's.
- **Re-keying \$50.00** per lock, suggested after one tenant moves and property is being re-rented.
- **Virtual Tours \$200.00** for homes under 2500 square feet.
- **Advertising** varies sources available depending on location and type of property, prices vary. Please ask us about any additional sources of advertising available for your property.
- Lease renewals **\$ 300.00** charged upon renewal of lease agreement expiring and being renewed by current tenants when not using ongoing management services.
- Lease renewals **\$ 150.00** charged upon renewal of lease agreement expiring and being renewed by current tenants when using ongoing management services.

- **Eviction** services are contracted through a third party eviction company. The fees vary by level or service or county. Eviction includes proper notification to tenant, court filing fees, court appearances. This fee is paid by owner when it is determined that the eviction process is necessary. Funds to start the proceedings should be readily available to Specialized Real Estate Services, LLC, upon filing dispossessory. Owner may elect to use another outside eviction company; however, Specialized Real Estate Services, LLC is contracted with CSS Services, Inc. and will not collectively work with another third party eviction company.
- **Property Removal**, sometimes the eviction process entails the removal of personal property from the premises the fee for this is **\$85.00** per hour and includes the placement of items on curb and three days later the hauling of debris to dump. This price does not include dumping fees which are charged separately, fees vary by dump site and based cubic feet of debris.

All fees subject to change without notice, however, you will be informed prior to any contracted service. Most fees with the exception of, eviction protection and property removal, will be collected from owner out of monthly rent, recorded on monthly statement and receipts or invoice will be furnished. Other than emergency service, no service will be contracted to a third party by Specialized Real Estate Services, LLC until authorized by owner either verbal or in writing.