

**SONIAT REALTY, INC.**  
**COMPARISON OF MANAGEMENT RELATED SERVICES**

Soniat Realty, Inc. is a full-service, independent real estate company which has been specializing in Residential and Condominium Property Management since 1976.

Soniat Realty offers not only full property management services but also leasing, eviction or caretaker services as needed. See comparison below.

<b>Leasing and Marketing</b>	<b>Full Mgmt Lease</b>	<b>Fee Only</b>	<b>Eviction Serv</b>	<b>Caretaker Serv</b>
Advise owner of recommended rent and lease terms.	*	*		
Advise owner of recommended improvements.	*	*		
Market property on the internet and place signage at property.	*	*		
Respond to rental inquiries and show property to prospects.	*	*		
Run a credit report and screen applicants.	*	*		
Prepare and execute the Lease Agreement and attachments.	*	*		
Have tenant sign our Rules and Regulations & Lead disclosure form if needed	*	*		
Provide tenant with required Lead Paint Disclosure pamphlet.	*	*		
Sign leases on behalf on owner.	*			
Renew or cancel leases, as needed.	*			
Owner receives discounted Leasing Fee.	*			
Receive a partial refund of leasing fee if tenant vacates prior to three months.	*			
<b>Collections &amp; Accounting</b>				
Collection of rents.	*			
Collection of utility charges from tenants, if needed.	*			
Maintain rents in a rental trust account, separate from Soniat Realty operating	*			
Pursue delinquent tenants to collect rents.	*			
Handle eviction process for tenants who do not pay.	*		*	
Computerized P & L statement posted monthly on-line with 24/7 access.	*			
Electronically deposit net proceeds into your bank account on a monthly basis.	*			
Collect, hold, account for security deposits in accordance with Louisiana Law.	*			
Provide tenant a written accounting report of deposit disposition after they	*			
Hold tenant security deposits in special Security Deposit Trust account	*			
Prepare detailed post move out inspection & document damages with photos	*			
Disburse security deposits in accordance with Louisiana Law.	*			
If funds are available, we can pay utility bills, taxes, and insurance.	*			
Year-end summary Profit and Loss statement provided to owners on-line.	*			
<b>Maintenance &amp; Support</b>				
Maintain staffed office during working hours.	*			*
Provide 24 hour/7 day a week access in case of an emergency.	*			*
If desired, coordinate maintenance.	*			*
Have access to reasonably-priced handymen and vendors.	*			*
Represent your interests when working with tenants, contractors or others.	*			*
Review maintenance invoices before payment.	*			*
In-house maintenance staff available & responsive	*			*
Act as a liaison between tenant and owner.	*			
Enforce rules and educate tenants of their responsibilities.	*			
Periodically inform owners of changes & trends in the industry.	*			