

DEBBIE PRIMACK, LLC
PRIMACK TEAM
BERKSHIRE HATHAWAY HOMESERVICES
NEVADA PROPERTIES
3185 ST. ROSE PARKWAY
SUITE 100
HENDERSON NV 89052
CELL: 702.580.8881
OFFICE: 702.315.7865
FAX: 702.315-7894
HYPERLINK "MAILTO:DEBBIE@PRIMACK.COM"
DEBBIE@PRIMACK.COM
HYPERLINK "HTTP://WWW.PRIMACK.COM"
WWW.PRIMACK.COM

The **Primack Team Property Management** offers the seamless pairing of professionalism, expertise, and technology to give you the peace of mind needed to manage your properties.

Let us advertise and market your property, screen applicants, handle move-in and move-out procedures, maintenance calls, rent collection, and make sure your property is always ready for the market. No property is too big or too small for the Primack team.

Primack Team
Mission Statement

Our vision is to have successful long term relationships with our team members & clients. We are a diverse team of hardworking, loyal members working in real estate by referral. Our members consistently assist their clients with integrity, fairness and persistence.

BERKSHIRE HATHAWAY HomesServices, Nevada Properties

Mission Statement

Offer superb service accompanied by exceptional value for our clients while creating trust, loyalty, and a client for life.

Debbie Primack, LLC, associated with BERKSHIRE HATHAWAY

HomesServices NV Properties and is a permitted property manager in the State of Nevada.

Debbie Primack is a principle and manager of the Primack Team, a full-service residential, property management and commercial real estate sales and marketing group of knowledgeable and experience professionals who work together to succeed in meeting client goals.

Debbie is currently with BERKSHIRE HATHAWAY HomesServices NV Properties and previously was the Owner/Broker of Primack Realty. With 30 years of experience in the industry and over \$416 million in real estate sales in Southern Nevada, her work and contributions to the real estate industry have been recognized in the Who's Who in Real Estate. **She has been inducted into the Hall of Fame and awarded the coveted GLVAR REALTOR of the year for 2011.**

Real estate is life at the Primack home. My clients always come first; attitude is the reason for Debbie's longevity and success in the business. She asks her clients what she can do for them, and her priority is keeping them happy.

Debbie is active with the Greater Las Vegas Association of Realtors and Nevada Association of Realtors serving as past Legislative Committee Co-Chair, Issues Mobilization Committee (past Chair), Political Action Committee (past Chair), Nevada Realtors Political Affairs Committee, the Board of Realtors Political Affairs Committee (past Treasurer), and the Scholarship Committee (Chair). Furthermore, she wrote the first political affairs seminar which became accredited by Nevada for continuing education and subsequently adopted by the National Association of Realtors. Additionally, she served on the board for Sunrise Children's Foundation for 10 years; and is currently active with the American Israeli Public Affairs Committee. Also, she graduated from the **Las Vegas Chamber of Commerce Leadership program in 1995; and the Nevada Association of Realtors Leadership program in 2003.**

Debbie's higher education includes a Bachelor's degree from the University of Colorado Boulder in Marketing and Human Relations; and both Dale Carnegie sales training and human relation courses.

Debbie has two children and two grandchildren. She states, "I absolutely love raising a family and living in Southern Nevada."

What we do for you:

We are the **conduit between Owners and Tenants.**

We **keep you insulated from the day to day problems of property management.**

We keep you **informed with a monthly profit and loss statement and copies of all invoices. We never up-charge your invoices.**

We **market and advertise** your property via the internet with pictures on HYPERLINK "http://www.primack.com" www.primack.com and such programs as the Multiple Listing Service, Primack Team BHHS website, Realtor.com, Google, Zillow, Yahoo, Trulia, Cyberhomes.com, Hotpads, etc. BHHS NV Properties has an agreement with Yahoo for real estate in the Las Vegas area. Over 90% of potential tenants look for homes via the internet first.

If you are currently under contract with another company, with your written permission, we will coordinate the transfer for you.

Recommend a competitive rent for your property based on comparables in your investment area.

Screen and qualify tenants based on a credit report, national background check, terrorist check, sex offender check, rental verification, employment verification, and eviction record. We use a point count system for everyone. Every tenant is treated the same. **Tenants need to score 14 points to be approved.**

We are equipped to lease properties on a one year+, one year, six months or one month basis depending upon your special requirements and situations.

At BERKSHIRE HATHAWAY HomesServices, Nevada Properties, we deposit all monies into our security deposit and operating trust accounts. You will receive your monthly proceeds via direct deposit or mail. Your monthly accounting statement and copies of invoices will be either emailed or mailed, whichever you prefer. We have web based software that allows you to view your statements thru your portal in Appfolio.

You are responsible for paying your mortgage.

We are here to make your life easier and to keep all expenses in one place. We can pay your HOA fees, LID or SID fees, trash, property taxes and sewer bills for a small fee. You will need to provide the bills, tax coupon, SID bill, etc. for us to pay those bills for you. We do not charge to pay for repairs, cleaning, carpet cleaning, pool and landscaping services, etc.

Security Deposits will be held in a separate trust account and dispersed by us. If cleaning or repairs are needed when a tenant vacates, those repairs will be deducted from their previous tenant's security deposit. Remember, there will always be some owner charges when a tenant vacates.

We **complete a walk through inspection** before the tenant takes occupancy and upon vacating the property. Mostly with difficult tenants, or upon your request, we will hire a licensed home inspector to go thru the property. We split the cost.

At the time of signing, the tenant is given instructions on what must be cleaned upon vacating the property. We favor they remove all of their belongings and broom sweep the property. We prefer to have our cleaners professionally clean the property for the new tenant. They know what we consider tenant ready.

We **arrange for all repairs**, cleaning, landscaping, pool service, or changing of locks, if necessary. You are responsible for paying the contractors, if there is not enough money in your account to pay for the necessary repairs.

We **make it very easy for your tenant to pay the rent.** 76% of our tenants pay rent online thru our software. If they prefer mailing the rent, we provide self-addressed envelopes. Application fees can be paid by credit cards. With our web based software, tenants can pay, view their statements and log repairs online thru their tenant portals.

Usually, rent is collected on the first of each month and is late after the third at 5:00pm. We do make some exceptions if tenant requests paying on a different date and the owner agrees. If a tenant fails to

pay, the eviction process will begin between the eighth and the tenth. We do call, text and mail notices in an attempt to collect the rent and late fees. If the tenant cannot pay the late fee, they will be required to sign a "Promise to Pay" pledge with dates and amounts of payment of said late fees.

We **work with an eviction service and collection service**, because some tenants don't always pay. We make every effort to contract with forthright tenants, but sometimes their situations change and additional action may be required to obtain your money.

We STRONGLY encourage you have a **home warranty program** in place. This will eliminate any unforeseen major expenses, such as replacing water heaters, leaky dishwashers, air conditioner compressors, plumbing and electrical problems. We will structure the lease to have the tenant pay a \$75 deductible for the repair calls after the first 60 days of the lease. This usually prevents tenants from abusing the property or the system, because they will have to pay the deductible to the warranty company. Please understand, there are exceptions on a case by case basis. Major repairs such as water heater problems, HVAC problems, underground leaks, electrical problems do not require the tenant to pay a \$75 deductible.

Per the lease agreement, the tenant is responsible for any maintenance that is caused by their abuse.

It is a state law to provide your CIC documents to the tenant. We will obtain your documents from your Common Interest Community if you do not have them available for the tenant. If there is a cost, you will be responsible to pay it.

We encourage you to keep your relationship with the Realtor that referred you to us. When you are ready to sell the property, we will help you coordinate the listing with your Realtor. If your agent is no longer in business, we can sell it for you.

In most situations, it is recommended that you offer your property to pet owners. We will assess the size of the animal allowed depending upon the property. Tenants will be required to add the pet to their renters' insurance.

We are property managers who value your business and your property. We will take great care of your property to the best of our ability. Although, we will need to work together professionally to keep your property in good working order. We will stay in touch with you!!

Fees:

Our standard monthly fee for a six month to one-year lease is 10% of the gross monthly rents collected, with a minimum of \$75 per month of the monthly rents collected.

Clients with multiple properties, our fees are 10% for the first property and 8% or \$75 whichever is greater for additional properties.

Our standard fee is 20% of the gross monthly rent for leases of less than six months. These properties are usually corporate completely furnished rentals.

\$300 Leasing Fee and Re-Leasing fee of \$100.

Late fees collected are split 50/50 between owners and manager.

Our leasing only option instead of full property management services is 75% of a full month's rent, with a minimum of \$500.

If another agent procures a tenant from the Multiple Listing Service, we need to pay a referral fee to the co-op agent's Broker. To be competitive, it is recommended that we offer \$300 in most situations. Larger properties are usually \$500 or more.

References:

Mark Stark, Owner, BERKSHIRE HATHAWAY HomeServices NV Properties

Rick Brulee, General Sales Manager, BERKSHIRE HATHAWAY

HomesServices NV Properties

Tony Prato, Manager Century 21

Scott Schroeder, Schroeder Investments, Owner

Dr. Ding, Owner

Carol Grimes, Owner

Linda Wang, Owner & Realtor

Dr. Liu, Owner

Wilson Aquino, Owner

Christina Velasquez, Former Tenant

Dave Woolston, Owner & Realtor

Referrals:

Leslie Carver – BERKSHIRE HATHAWAY HomesServices NV Properties

Glen Vogel - BERKSHIRE HATHAWAY HomesServices NV Properties

Candi Lumani - BERKSHIRE HATHAWAY HomesServices NV Properties

Mark Sivek – Realty One Group

Jess Garcia – BERKSHIRE HATHAWAY HomesServices NV Properties

Ron Cale – BERKSHIRE HATHAWAY HomesServices NV Properties

Joshua Lamers – Horace Mann Insurance

PAGE * MERGEFORMAT 1