



Owner Kit

Grow With AppFolio

ONLINE OWNER PORTAL

Easy-to-read owner statements can be posted to the secure Owner Portal. You'll have on-demand access to monthly statements, year-end tax statements, important documents and shared inspection reports from anywhere. You can make secure, online contributions to the property of your choice via ACH or credit card in a few clicks, preventing mail delays or lost checks.

The screenshot shows a web browser displaying an "Owner Statement Report" for Alta Vista Properties. The report includes property management company information, owner information, a statement period, a complete description of bills, and a current balance. Callout boxes highlight these features:

- Property management company information
- Owner information
- Statement period
- Complete description of each bill
- Easily identify bills paid, associated with each property—no surprises.
- Current balance

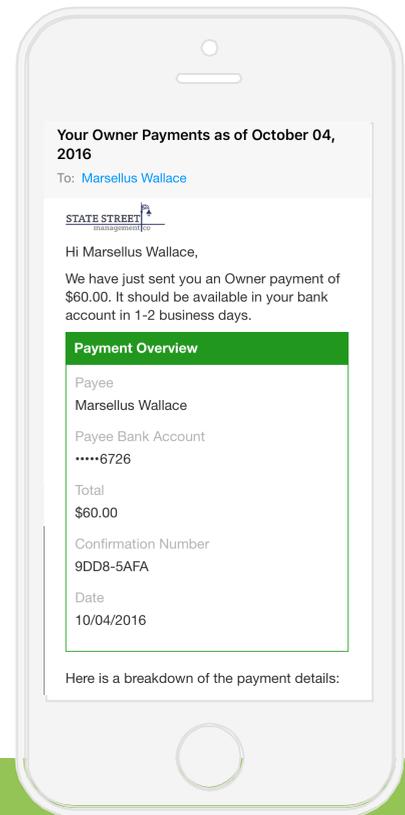
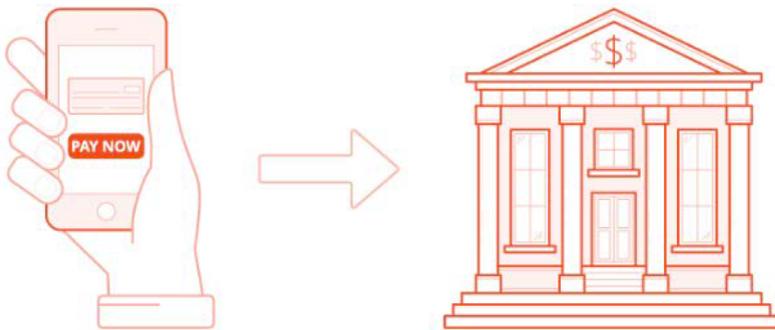
Date	Payee / Payer	Type	Reference	Description	Income	Expense	Balance
Beginning Cash Balance as of 12/01/2015							
Total					0.00	0.00	400.00

Due Date	Payee	Description	Unpaid
08/01/2015	Mountain View Lawn Care	August 2015	150.00
09/01/2015	Mountain View Lawn Care	September 2015	150.00
10/01/2015	Mountain View Lawn Care	October 2015	150.00
11/01/2015	Mountain View Lawn Care	November 2015	150.00
12/01/2015	Mountain View Lawn Care	December 2015	150.00
Total			750.00

Property Cash Summary	
Required Reserves	250.00
Prepaid Rent for Future Rent	0.00
Please Remit Balance Due	600.00

EASY eCHECK PAYMENTS TO OWNERS

We have the ability to quickly and conveniently pay our owners and vendors via eCheck. This method of payment is highly secure, and arrives next business day to ensure timely and seamless payments.



ROBUST MARKETING

We can efficiently market your properties and fill vacancies faster using AppFolio's leasing dashboard, vacancy postings, and website integration

Leasing Dashboard

All of the information is at our fingertips including leads and submitted rental applications.

- View available units
- Access guest cards and rental applications
- Improve effectiveness of marketing efforts
- Create campaigns for special or pre-leasing
- Capture the right resident at the right moment

The screenshot displays the AppFolio Property Manager interface. The top navigation bar includes 'Interwest Management', 'What's New', 'Help & Training', and 'Adam Ponaman'. The main menu has tabs for 'DASHBOARD', 'LEASING', 'PROPERTIES', 'PEOPLE', 'ACCOUNTING', 'MAINTENANCE', and 'REPORTING'. A search bar is located on the right. Below the menu, there are tabs for 'Vacancies', 'Guest Cards', 'Rental Applications', and 'Leases'. The 'Rental Applications' tab is active, showing two property listings: 'Olympic Park - 005' and 'Olympic Park - 028'. Each listing includes a photo, address (1007 5th Ave, San Diego, CA 92101), market rent, and vacant on date. Below each listing is a table of rental applications with columns for Applicant(s), Desired Move In, Status, and Received.

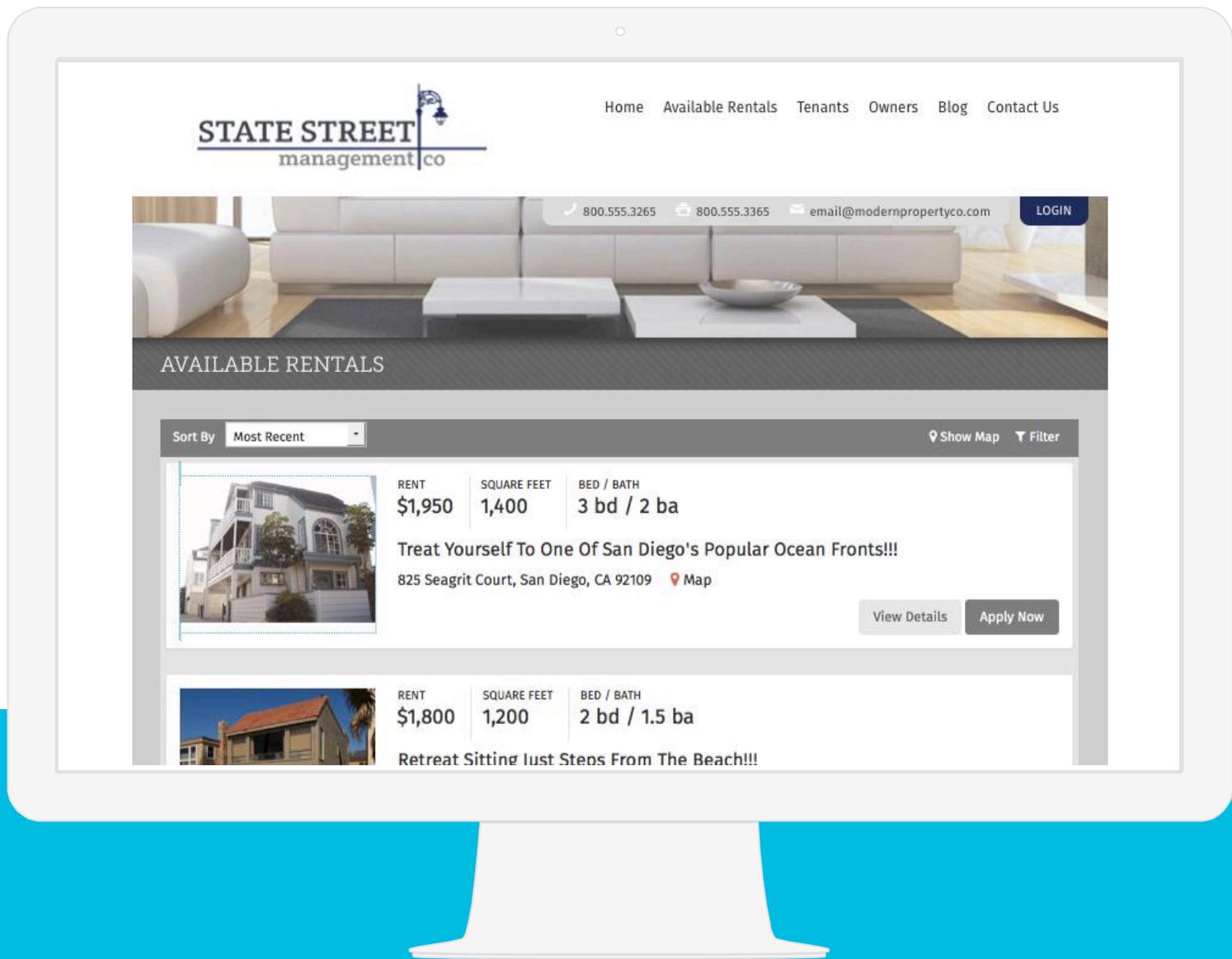
Applicant(s)	Desired Move In	Status	Received
Rachel Jefferson	11/01/2016	Decision Pending	10/10/2016 at 03:15 PM

Applicant(s)	Desired Move In	Status	Received
C Conway	11/01/2016	Decision Pending	10/10/2016 at 03:18 PM
D D	11/01/2016	Decision Pending	10/10/2016 at 03:25 PM

ROBUST MARKETING

Vacancies Are Filled Quickly

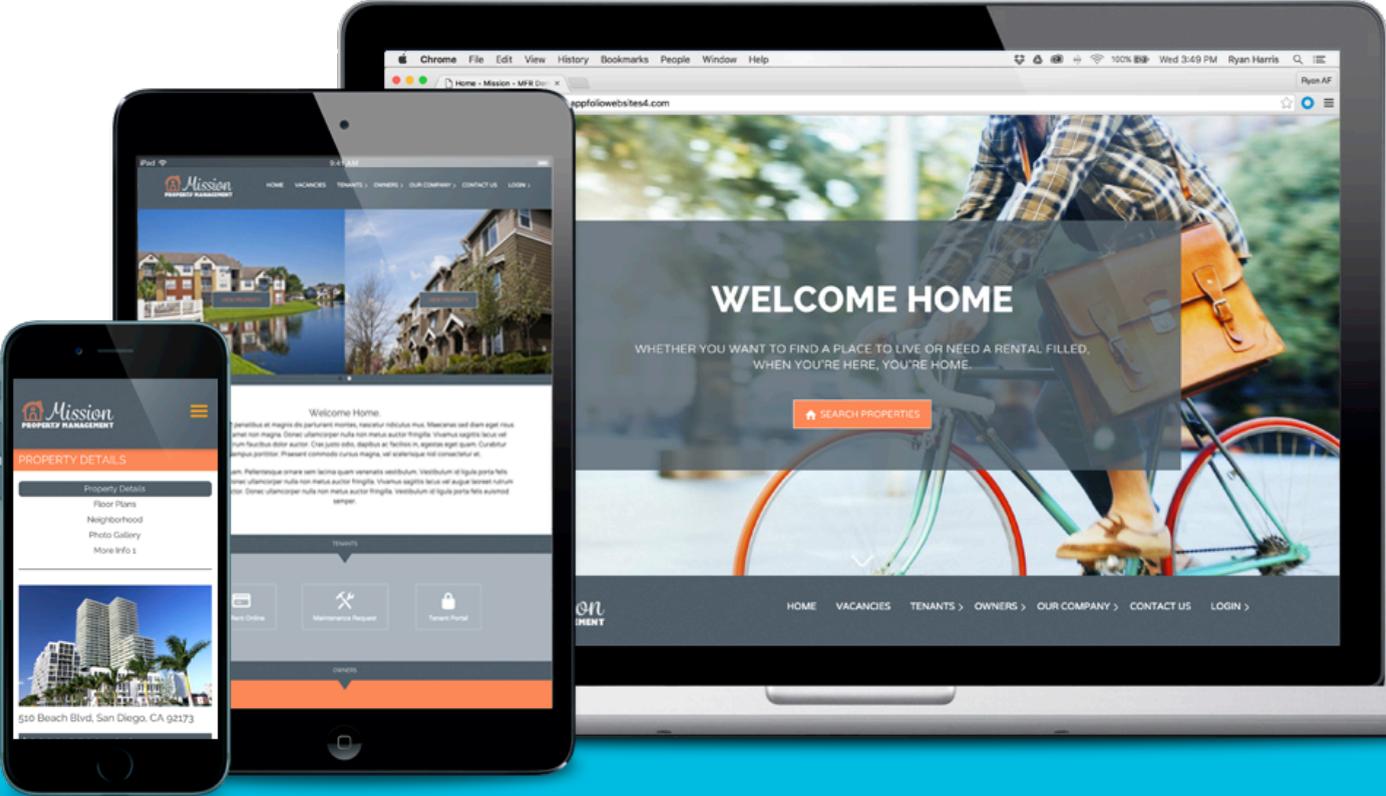
We will post eye-catching vacancy advertisements quickly to our website and hundreds of rental listing sites on the internet. Prospective renters can fill out online applications through our postings, then our team completes the screening process and fills the unit quickly. The modern renter expects to view property details online and quickly apply to rent and we offer it.



ROBUST MARKETING

Professional Web Presence

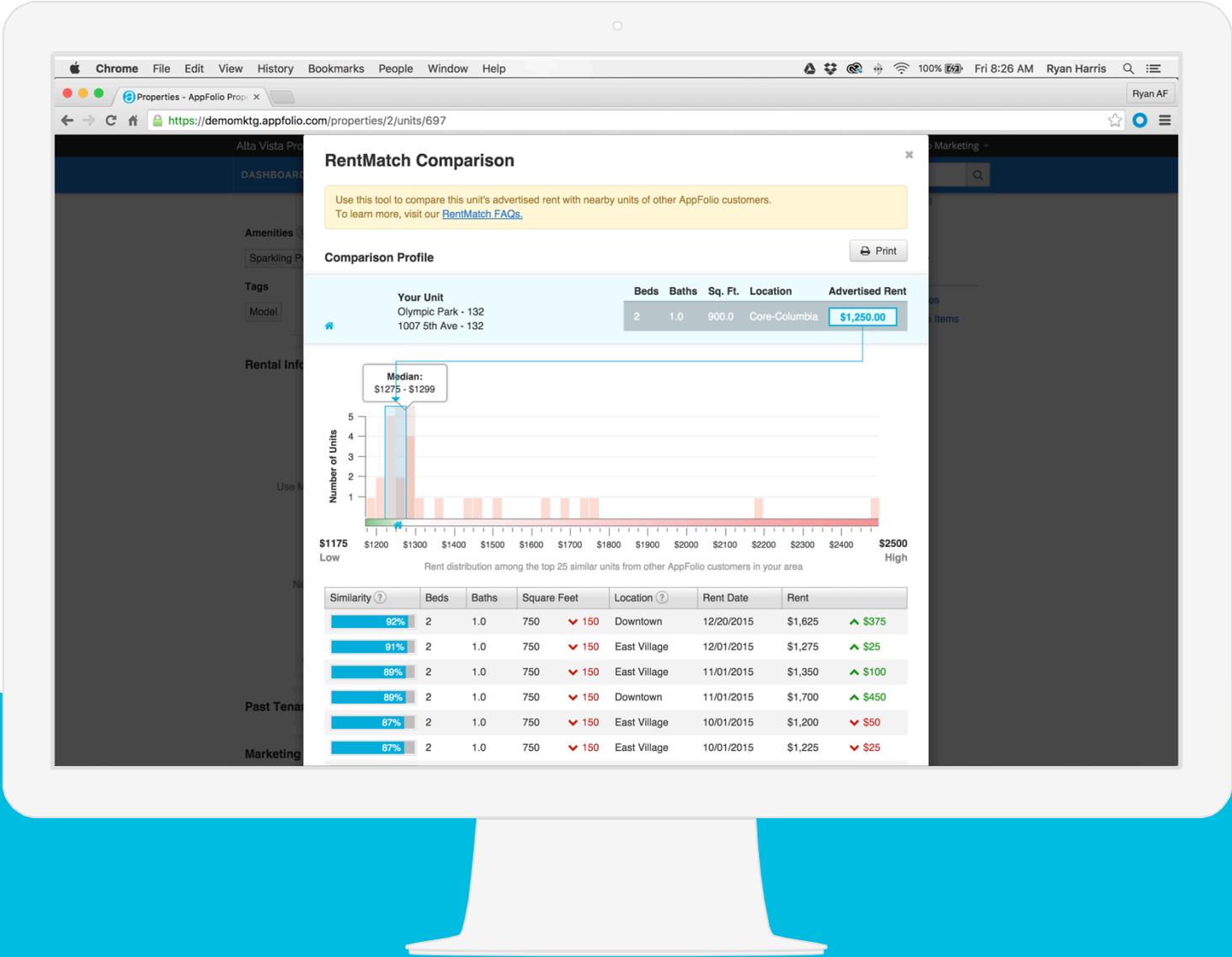
Our beautiful website, powered by AppFolio, is 100% integrated so that we can seamlessly accept rent online, post and update vacancies with a few clicks, and accept online maintenance requests that automatically create work orders. With the ability to immediately post new vacancies to our SEO optimized website, we can help prospective renters easily find our listings and ultimately fill vacancies faster.



ROBUST MARKETING

We Maximize Rental Rates

AppFolio's built-in rent comparison tool allows us to compare rental prices of similar units in the same geographic location. With this information we can ensure our properties are competitive and we are maximizing rental revenue.



APPEAL TO THE MODERN (AND MOBILE) RENTER

1

Show the
Property

2

Apply Online
& pay by CC

3

Screen
Instantly

4

Online Lease
Signing

5

Pay Rent
Online

With AppFolio, our team provides a seamless online leasing experience for prospective renters. The prospective renter submits an online application, we run a background screen, then we sign the lease—all electronically!

Making this process easy and simple for the modern renter and our team means we can rent properties more efficiently and faster, every time.

“The online tenant portal is completely integrated with our accounting records and residents really appreciate the convenience and accessibility the online services provide them.”

APPEAL TO THE MODERN (AND MOBILE) RENTER

Online Rental Applications

Prospective renters can submit guest cards and apply online, giving us the ability to capture their information in real time and approve them to rent even faster.

Rental Application

Lenzen, LLC
☎ (805) 555-8585

LENZEN
APARTMENTS

Before you begin:

Please be prepared to pay the application fee as outlined in the property listing. In addition to this rental application, you will also be required to provide a copy of a valid form of identification and proof of income.

To complete this rental application, you must be prepared to provide 3 years of residential history as well as contact information for your rental references. You will also be asked to provide information on your monthly income, and please note that most properties require that applicant combined gross income is at least three (3) times the monthly rent amount.

Each resident over the age of 18 must submit a separate rental application.

Application fee: \$35.00

You are applying to rent:

1225 Caroline St NE
Atlanta, GA 30307

Desired Move-in

Get Started

Before you begin

- Your contact info
 - › Where you've lived
 - › Your housemates
 - › Personal information
 - › Your income
 - › Questions
 - › Review and confirm

Norton SECURED
powered by VeriSign

APPEAL TO THE MODERN (AND MOBILE) RENTER

Finding the Best Residents

Applicant Screening is built-in to AppFolio. Applicants can easily be screened on the spot while at the property showing and the results are returned within seconds rather than hours. This easy-to-read Screening Report paired with rent payment history from Experian RentBureau provides us with the advantage of choosing the most qualified renter while they are still interested in the property.

TENANT SCREENING REPORT

APPLICANT SUMMARY

APPLICANT INFORMATION

powered by

NAME	SSN	XXX-XX-6789	✓ VERIFIED
TAYLOR APPFOLIO	DOB	03/06/1982	
	CURRENT ADDRESS	123 MAIN ST, CHICAGO IL 60068	
	PREVIOUS ADDRESS		

CREDIT SUMMARY

FICO Score

620

The credit report includes 1 potentially negative item.

TRADES	ESTIMATED MONTHLY PAYMENT	DELINQUENCY HISTORY (2 YEAR)	COLLECTION ACCOUNTS
TOTAL 3	\$15	30+ DAYS 0	1
OPEN 1	TOTAL PAST DUE AMOUNT \$200	60+ 0	COLLECTIONS BALANCE \$200
NEGATIVE 1		90+ 0	

NEGATIVE TRADES SUMMARY (1)

CREDITOR	TYPE	LAST UPDATED	STATUS	HIGH BALANCE	PAST DUE AMOUNT	CURRENT BALANCE
COLLECTIONS SERVICE	Collection Account	01/22/2015	In Collections	\$200	\$200	\$200

[Shows 1 of 1](#)

RENT PAYMENT SUMMARY

0

No potentially negative items reported.

TOTAL PROPERTIES	PAYMENT HISTORY (2 YEAR)	TOTAL AMOUNT OUTSTANDING
0	On-time 0	\$0
TOTAL NEGATIVE ITEMS	Delinquent 0	
—	Write-offs 0	

NEGATIVE TRADES SUMMARY (0)

CREDITOR	DATE	STATUS	TOTAL OUTSTANDING
No potentially negative items.			

EVICTION HISTORY

0

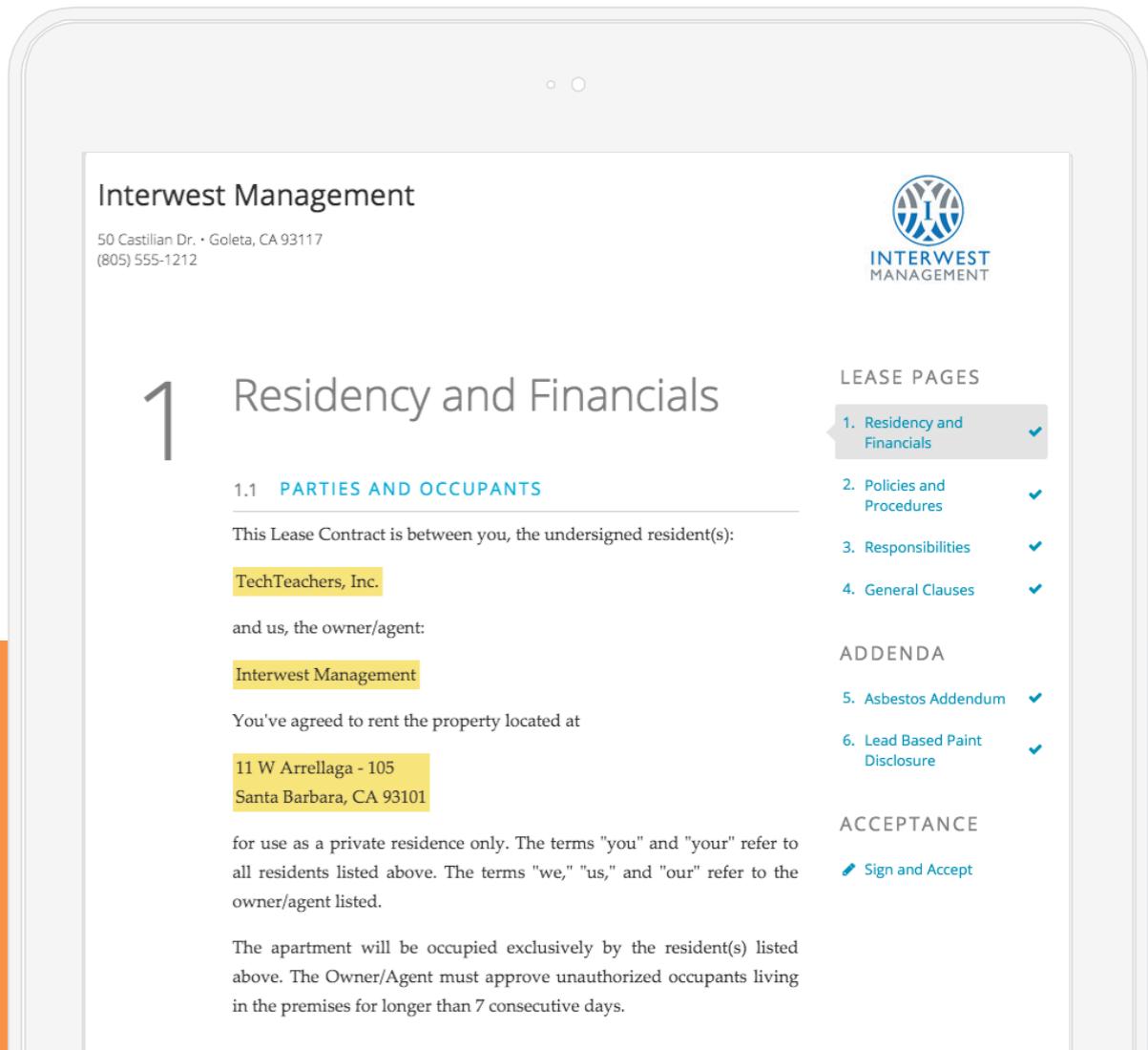
No events reported.

✓ The evictions scan returned no records for this applicant.

APPEAL TO THE MODERN (AND MOBILE) RENTER

Sign the Lease Online

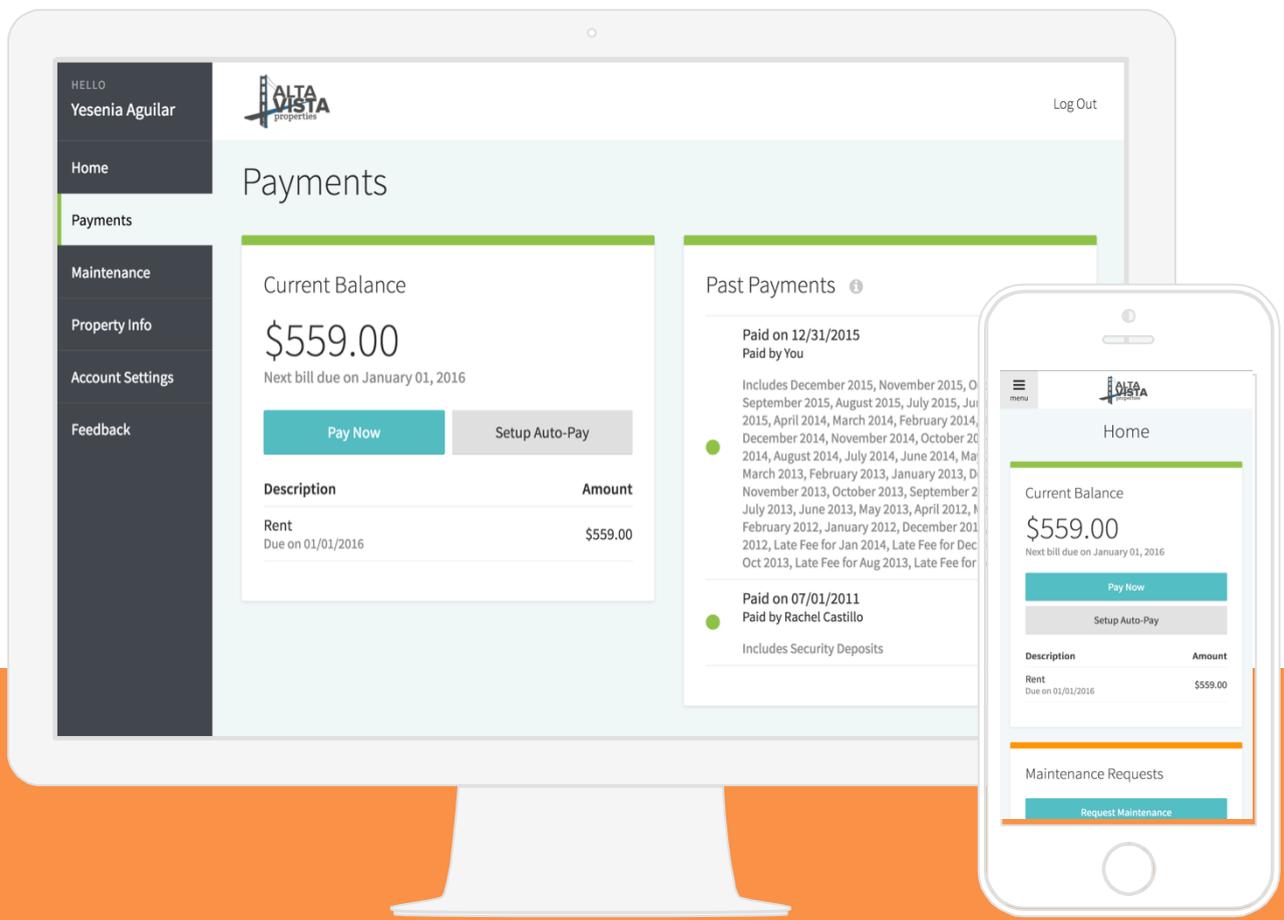
The lease automatically pulls in data from the renter's online application, saving time and reducing the requirement for manual data entry. The lease can be finalized by signing electronically and is automatically stored in our system and the tenant's Online Portal so they can review or print a copy at any time. This is the most advanced and modern approach to lease signing and we're proud to offer it!



APPEAL TO THE MODERN (AND MOBILE) RENTER

Online Rent Payments

We offer the option for residents to conveniently pay their rent online 24/7 instead of mailing checks. They can pay once, establish a recurring payment, or make a last minute payment. With a variety of online payment options including eCheck, Credit Card, and Electronic Cash Payments, funds are deposited faster and more securely. The tenant's Online Portal is completely integrated with our accounting records and residents really appreciate the convenience and accessibility the online services provide them. Our team is so much more efficient without the need to shuffle checks and drive to the bank.



OUR TEAM IS EXTREMELY EFFICIENT

Maintenance Requests & Online Work Orders

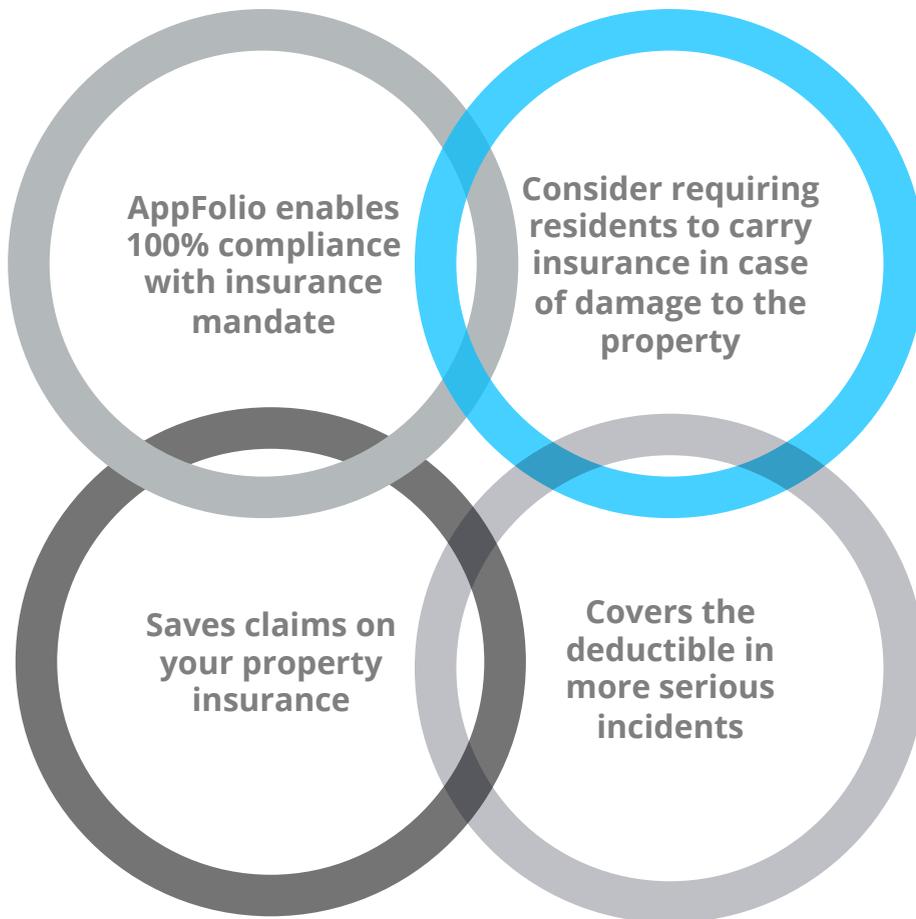
Residents can easily submit maintenance requests online and we can create electronic work orders, then communicate electronically with our vendors. All of this is tracked seamlessly in Appfolio and we can access information from any mobile device. This means we resolve property maintenance issues faster and keep residents even happier!



ASSET PROTECTION

Tenant Liability Insurance

We require tenants to carry insurance in case of damage to the property. This saves claims on your property insurance or covers the deductible in more serious incidents. Knowing all of the units are covered also avoids the time and hassle of trying to collect from tenants who just don't have the funds to pay for the damage.



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AppFolio enables 100% compliance with insurance mandate



Consider requiring residents to carry insurance in case of damage to the property



Covers the deductible in more serious incidents and saves claims on your property insurance