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Selecting Property Managers in Sonoma by [Julia Roger](#)

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Property Managers are those who manage property for both the owner as well as tenant. Before buying a home the most important job is to select a good agent. The following points should be kept in mind while selecting an agent:

- He must have knowledge about the communities that interest the buyer.

- He must be aware of the local and state requirements affecting the property transaction.

- Effective in multi party face to face negotiations.

- Highly trained, with access to programs for continued learning and additional certifications.

- Technology focused.

- Supported by professional legal counsel.

Services provided:

- sonoma property management manages, operate and maintain the property in a professional manner, in full compliance with state federal and local laws, rules and regulations.

- Look into repairs and maintenance of the property.

- Maintain accurate records of all financial transactions in connection with the management of the property.

- Submit monthly statements of all receipts and disbursements.

- Execute service contracts for utilities and services for the operation, service and maintenance of the property.

- Provide all services required for the proper maintenance of the property including periodic inspections.

- Serve notice of termination of tenancies and notices to pay rent or quit.

- Negotiate, execute, renew or cancel rental agreements on the terms of the Owner and on behalf of the Owner.

- Screen and use diligence in the selection of all prospective tenants and abide by all fair housing laws.

- Contract for emergency repairs at owner's expense.

- Enforce rental agreement terms with tenants.

- Conduct move in and move out walk through with tenants and make timely settling of accounts with tenants.

â€¢ Notify Owner regarding all damages and repairs at all times.

â€¢ Dealing with tenant complaints.

â€¢ Supply handyman services on request.

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[Julia Roger](#) - About Author:

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