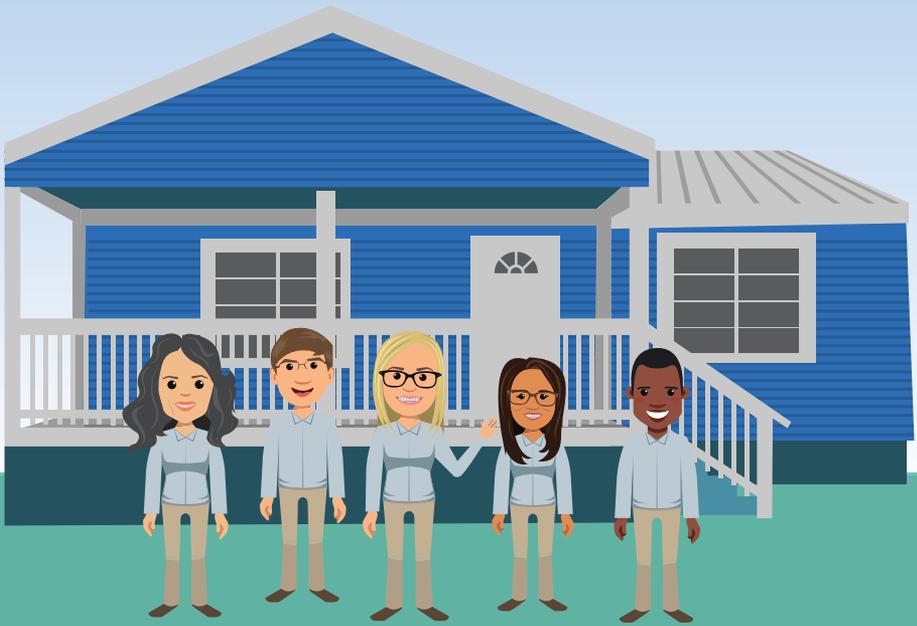




ATLAS
RENTAL PROPERTY



ATLAS MANAGEMENT GUIDE

From the closing to long-term management,
Spartan and Atlas are with you every step of the way.

atlasrpm.com

Property management is about a lot more than collecting rent. Providing our clients with consistent, reliable returns starts with a stellar investment product.



Property Analysis:

We view 300+ properties per week and only buy the best 1%. In 2020, we purchased 380 properties through our Acquisitions department.



Renovation:

Our in-house team makes sure every property is at its best. Our Quality Control experts review all properties during and after the renovation process to ensure the best results.



Investor Purchase:

We help you find the rental that will help you meet your financial goals. In 2020, we helped our investors close 318 properties.



Leasing:

We rigorously screen applicants to find responsible, long-term tenants. During Q1 & Q2 of 2020, our leasing team managed to sign 701 leases.



Property Management:

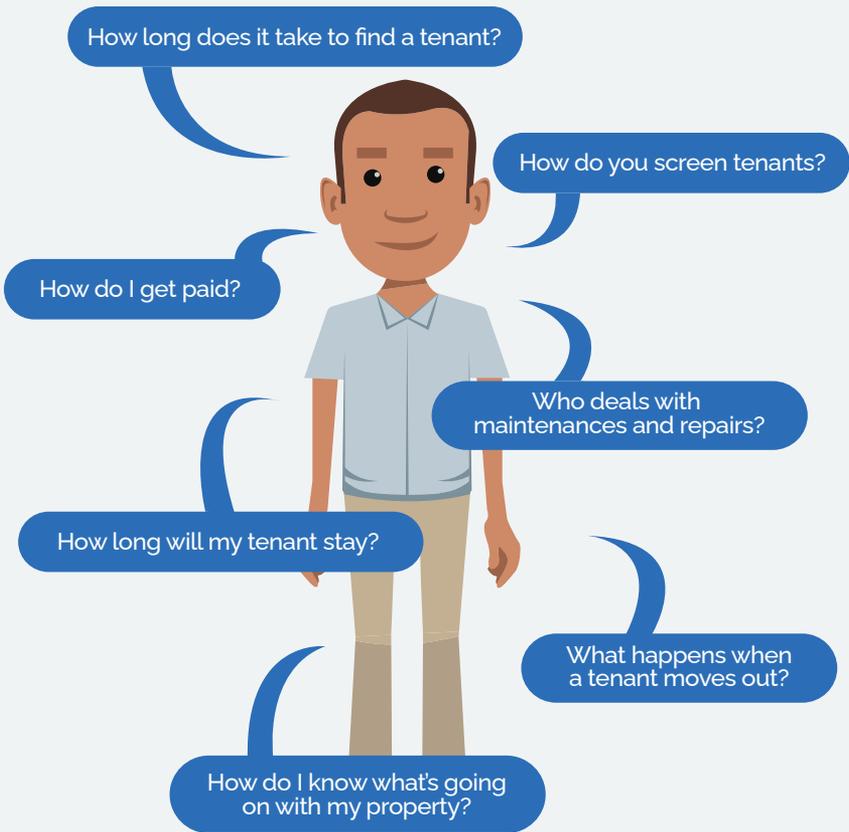
We take care of your investment long-term. We manage over 1,400 investor-owned properties.



Investor Reporting:

It's your investment, so we're always keeping you updated. Our dedicated Customer Service Managers are always there to discuss your portfolio.

We know that most folks have some questions about what the property management service entails, so we created this document to give you some answers and outline the process from start to finish.





Placing a Tenant

Tenant Screening



Your tenants are a huge part of what makes your investment a success, so we take tenant screening seriously and always check the following:

- Hard credit check
- Criminal background history
- Employment and previous rental references
- Validate income

Though many properties are leased even prior to closing, it took us an average of 31.5 days to lease a property during Q1 (29 days) and Q2 (34 days) of 2021.

Leasing Services



We want you to see rental income hitting your account as soon as possible, so our Leasing Team works hard to place reliable tenants quickly. Leasing services include:

- Leasing staff available to show your property 7 days a week
 - Utilizing self-showing lockboxes
- Professional interior and exterior photos and drone videos for marketing
- Publishing on up to 30+ websites
- Social media and other paid advertising, like billboards and radio ads
- Running rent specials when leasing activity is slower, like in the winter during the holidays



Lease Terms

Keeping good tenants long-term can help keep your expenses down and your returns up, so we work hard to keep reliable tenants happy and in-place.

- We offer tenants a 1 or 2 year lease term. If a 1 year lease term is selected, the tenant pays an additional \$25 each month
 - Tenant review at lease expiry to determine if renewal should be offered
 - Market analysis to determine potential rent increase
 - Negotiation with current tenant if renewal offered
 - Handling all leasing and non-renewal documents
 - Regular communication with you, the investor, so you always know where you stand
- Tenants pay a mandatory fee for Tenant Liability Insurance to protect the owner's investment



Long-Term Management

Placing a great tenant is the first step towards creating consistent cash flow. From collecting rent to fielding tenant calls, ARP takes care of everything.

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- Goal of 95% rent collected at the end of each month
 - Collection and reimbursement of deposits when applicable
 - Payment of invoices on your behalf
 - Tenant communication
 - Tenant Relations Manager on staff to handle any tenant issues
 - Maintenance call-outs
 - Collection services, if necessary



Maintenance

Lower maintenance costs are one of the benefits of buying a newly renovated turnkey property, and we aim to keep them as low as possible.



Our maintenance call center is staffed 24/7, so your property is always taken care of.



Emergency issues are handled immediately to prevent additional damage.



Invoices paid on your behalf, so repairs don't need to wait.

We never defer maintenance. Any maintenance call-outs we receive are handled within 24 hours, which keeps little issues from turning into big problems.

Any newly purchased property will be automatically opted-in for an annual inspection. The owner will have the option to opt-out at any point.



Turnover

While we do our best to keep good tenants long-term, sometimes vacancy happens.

When there is tenant turnover, our Leasing Team gets to work marketing your property right away, while our Move Out Team takes care of any necessary maintenance, repairs, or cosmetic touch-ups.

Q1 2021: Move Out Days: 16 Days

Q2 2021: Move Out Days: 12 Days

Q1 2021: Avg. Move Out Cost: \$2600

Q2 2021: Avg. Move Out Cost: \$2500

ARP handles everything during the turnover process to make sure the transition is as smooth as possible.



Making sure the property stays safe



Handling documents and key turn-in



Paying out deposits when necessary



Switching utilities accounts

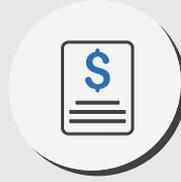


Getting Paid

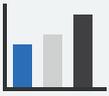
We know the most important aspect of your investment is the return, the bottom line, the cash flow - so we make it easy to keep tabs on what matters most.



Rent payments are deposited directly to your bank account via ACH transfer on the 20th and the last day of each month. Owner drafts take place twice a month to ensure all payments are received within that same month.



Owners receive prompt notification of any maintenance charges or other expenses via the owner portal.



Investor Reporting

It's important to us that you always feel confident in your investment, which means keeping you up-to-date on every aspect of your rental's performance.



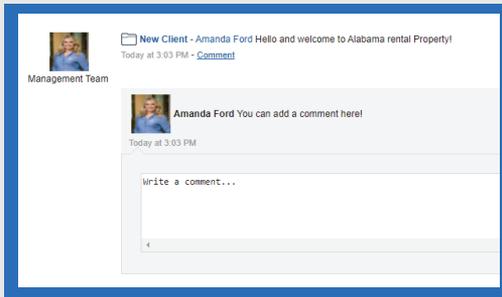
Your dedicated Client Services Manager will call you each and every month to check in and answer any questions.



Our online Client Portal gives you 24/7 access to your property's payment history, maintenance expenses, and documents.



Reach out to your CSM at any time via phone or email, or by submitting a message through the Client Portal.



Have tax questions?
From reporting requirements to deductions, we've got answers.





Fees

Turnkey investing is built to be simple, so we think our fee structure should be simple, too.

You won't find a bunch of hidden costs or sneaky markups - just two straightforward fees.

Monthly Management Fee:



We charge a flat 9% management fee. This applies to your gross rents, so if your property rents for \$1,000 per month, you'll pay just \$90 to us to manage it for you.

Leasing Fee:



New Lease:

Our fee for placing a new tenant within the first 60 days of the first lease term is one month's rent.



Lease Renewal:

If your current tenant renews their lease for another term, the fee is no more than \$500 for a minimum of a 1 year lease, regardless of how high your rent rate is.



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THE ATLAS PROMISE

When you invest with us,
we invest in you.

We understand the time and effort you've put into selecting your real estate investment and we strive everyday to make sure that work pays off. While there may be things we simply can't control, we will do whatever we can, whenever we can, to ensure a smooth investment process and reliable returns.

We've built a company focused on partnership, so our dedication to you and your investment doesn't end at the closing table. From property selection to long-term management, Atlas Rental Property and the entire Spartan team are with you every step of the way.

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atlasrpm.com