

# Cote Property Management, L.L.C

## Owner Charge List Effective October 2007

### Inspections

With pictures and detailed reports	\$95.00
With pictures NO report	\$75.00

### Make- Ready

Includes detailed inspection and 3 doors re-keyed (lock replacement not included)	\$175.00
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### Legal and Professional Services

3-day notice to vacant	\$65.00
Forcible	\$175.00
Writ	\$275.00

### Smoke Detectors

Installed with new batteries	\$45.00
Replace batteries	\$10.00

### Winterization

\$95.00

### Overnight packages

Next day letters	\$25.00
(Anything larger than a single letter will be on an estimate)	

### Locksmithing

Re-key and lock replacement (per door)	\$75.00
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### Property Trip

Posting notices, meet insurance adjusters, appraisers, etc. Any trip to the property that is not routine.	\$65.00
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### Owner Reserves

Each property	\$300.00
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### NSF Check Charge

\$30.00

### Interest on owner balances

12% per year

### Mortgage payments

We will make mortgage payments as long as owner keeps a reserve of no less than 3 months of the payments to be made

### Consultations

For insurance, legal, or tax matters above normal day to day basis will be billed at \$95/hour.

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Owner

Date

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Owner

Date