

## Accounting Services

We perform all the bookkeeping chores for you. We collect rents, pay bills and handle 1099's for you and the vendors. Our convenient monthly statements provide you with a full, itemized record of all transactions. Our Year-End statements simplify the job of tax preparation for you and your accountant. Because we are computerized, we can meet your special needs including budget projection, itemized quarterly summaries for tax preparation, resident payment histories, and other unique services. We know how to effectively and legally handle tenant funds and deposits. We know when deposits need to be refunded and what charges can be withheld from tenant deposits. Because of our volume, we have arranged for discounted prices which will save you money on rental ads, appliances, carpeting and maintenance.