

Property Management Service Offer

Date: [Insert Date]

To: [Client's Name]

[Client's Address]

Dear [Client's Name],

We are pleased to present you with a customized property management service offer tailored to meet the unique needs of your property located at [Property Address]. Our team at [Your Company Name] is dedicated to providing comprehensive management solutions that ensure your property operates smoothly and efficiently.

Our Services Include:

- Tenant Screening and Selection
- Rent Collection
- Property Maintenance and Repairs
- Lease Administration
- Financial Reporting

We understand that every property is different, and therefore, we offer flexible management plans that can be customized to align with your specific goals and requirements.

We would love the opportunity to discuss this proposal further and answer any questions you may have. Please feel free to contact me directly at [Your Phone Number] or [Your Email Address] to schedule a meeting.

Thank you for considering [Your Company Name] as your property management partner. We look forward to the possibility of working together.

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Company Address]

[Your Company Phone Number]

[Your Company Email Address]