

**SLIFER MANAGEMENT COMPANY, INC.**

**SERVICES AVAILABLE**

- Long Term Rental Management
- Security Checks
- Utility Payments
- Maintenance
- Snow Shoveling
- Houseplant Care
- Pantry Stocking
- Remodeling and Redecorating Supervision
- Snowplow Contract Setup
- Receipt of Packages & Mail
- Supervising Delivery of Major Items
- Maid Service
- Spring & Fall Cleaning
- Lawn and Planter Care
- Firewood
- Pick Up and Delivery of Dry Cleaning
- Ordering Drapery, Upholstery and Carpet Cleaning
- Emergency Contact for Home Alarm System
- Mailing Packages
- Vehicle Care

## **SLIFER MANAGEMENT COMPANY SERVICES**

**MAID SERVICE** - Available prior to arrival, to freshen up your property during your stay, and after departure.

**SPRING AND FALL CLEANING** - Per the suggested cleaning list we provide to you plus any additional items you would like cleaned that aren't on the list.

**SECURITY CHECKS** - Periodic inspection of your property - toilets are flushed, locks on doors and windows are checked, thermostat settings are checked and all rooms are checked for water leaks.

**EMERGENCY CONTACT FOR HOME ALARM SYSTEM** - If you have an alarm system in your property, Slifer Management Company is a contact for the alarm company.

**MAINTENANCE** - We handle any kind of maintenance you need at your property.

**YARD CARE** - Sprinkler system maintenance, lawn fertilizing and cutting, planters and tree maintenance.

**SNOWPLOW CONTRACT SETUP** - We put the work out to bid, sign a contract with the snowplowing company chosen, monitor their work throughout the winter and pay their invoices for you.

**SNOW SHOVELLING** - Decks and walkways.

**ROOF SHOVELLING** - We monitor when it needs to be done and hire someone to do the work.

**PICKUP & DELIVERY OF DRYCLEANING AND LAUNDRY** - We pick up drycleaning and laundry at your property and deliver it when it is ready.

**ARRANGING DRAPERY, UPHOLSTERY AND CARPET CLEANING** - We'll order these services and supervise them for you.

**REMODELING SUPERVISION** - We have had considerable experience in remodeling and new construction and can supervise subcontractors you have hired to do work in your home.

**SUPERVISING DELIVERY OF MAJOR ITEMS** - If you wish to ship furniture, paintings or anything else to your property, we can accept delivery at the Slifer Management Company office or at your home.

**RECEIPT OF PACKAGES AND MAIL** - You can have your packages and mail sent to our office either regular mail, Federal Express or UPS.

2012 services available

**MAILING PACKAGES** - We can mail items to your home address for you.

**PANTRY STOCKING** - Provide us with a list of your food, wine, beer, and liquor requirements and we will purchase it and place it in your home prior to your arrival.

**CHRISTMAS TREES AND OTHER ITEMS FOR THE HOLIDAY SEASON** - We can set up a Christmas tree in your home as well as any other holiday items you would like.

**VEHICLE CARE** - If you keep a vehicle in Vail, we can have it serviced, washed and waxed for you.

**HOUSEPLANT CARE** - Watering, trimming and fertilizing houseplants on a regular basis.

**ORDERING FIREWOOD** - We order and supervise delivery of firewood for your property.

**UTILITY PAYMENTS** - Gas, electric, water, sewer, television, internet access and phone bills can be paid through our office.

**TRASH PICKUP** - We will pick up and dispose of normal household trash. In addition, we will order and supervise the pickup and disposal of construction trash or any other items requested by the property owner.

**SLIFER MANAGEMENT COMPANY, INC.**

**SERVICES AVAILABLE**

**LONG TERM RENTAL MANAGEMENT** - Advertise home for rent (at property owner's direction and expense), show home to prospective tenants, prepare lease for tenant picked by owner, get lease signed by both parties, prepare inventory, collect security deposit, inspect home monthly, collect monthly rent, disburse net rental amounts to owner on monthly basis, take care of normal tenant/owner problems, check unit for damage at end of lease, return appropriate portion of security deposit to tenant and report to owner on monthly basis.

Fee - 12% of Gross Rental Amount

**HOME CARE PACKAGE** - Periodic inspection of the interior and exterior of the property for the purpose of observing any physical or security problems, maintaining an on-call service status in which Slifer Management Company, Inc. will be available by telephone for emergencies at all times of the day or night, maintaining a checking account exclusively for funds associated with the property, paying all operating expenses of the property from the exclusive checking account and preparation of a monthly management statement accounting for all expenses paid by Slifer Management Company, Inc. on behalf of the property.

Fee With Monthly Security Check - \$250.00 Per Month

Fee With Weekly Security Check - \$300.00 Per Month

**SERVICES AVAILABLE ON AN INDIVIDUAL BASIS**

MAID SERVICE	\$40.00 Per Hour
SPRING CLEANING	\$40.00 Per Hour
SECURITY CHECKS	\$40.00 Per Hour
RESPONSIBILITY FOR HOME ALARM SYSTEM	\$120.00 Per Month
UTILITY PAYMENTS	\$120.00 Per Month
SNOWPLOWING CONTRACT SETUP	\$90.00 Per Season
ORDERING FIREWOOD	\$40.00 Per Order
HOUSEPLANT CARE	\$40.00 Per Hour
PICKUP AND DELIVERY OF DRYCLEANING	\$40.00 Per Hour
PANTRY STOCKING	\$40.00 Per Hour
CHRISTMAS TREES	Customer Will Be Charged The Retail Cost

2012 services available

	Of The Tree Plus \$40.00 Per Hour For Delivery And Setup
ORDERING DRAPERY, UPHOLSTERY AND CARPET CLEANING	Customer Will Be Charged The Cleaning Company's Cost Plus \$40.00 Per Hour For Ordering And Supervising The Work
REMODELLING SUPERVISION	\$60.00 Per Hour
VEHICLE CARE	\$40.00 Per Hour
TRASH PICKUP	\$40.00 Per Hour
MAINTENANCE PERFORMED BY SLIFER MANAGEMENT COMPANY MAINTENANCE DEPARTMENT	
ADMINISTRATIVE	\$40.00 Per Hour
CLEANING / JANITORIAL	\$40.00 Per Hour
SNOW SHOVELING	
GROUND LEVEL	\$40.00 Per Hour
ROOFS	\$40.00 Per Hour
PAINTING	\$40.00 Per Hour
MISC. REPAIRS	\$40.00 Per Hour
LANDSCAPING	\$40.00 Per Hour
IRRIGATION REPAIR	\$40.00 Per Hour
POOL CARE	\$40.00 Per Hour
CARPENTRY	\$40.00 Per Hour Plus Equipment Rental
ROOFING	\$44.00 Per Hour
POOL MAINTENANCE	\$40.00 Per Hour
SHEETMETAL	\$40.00 Per Hour
NON-STRUCTURAL WELDING	\$40.00 Per Hour Plus Equipment Rental
HVAC REPAIRS	\$40.00 Per Hour
PLUMBING	\$40.00 Per Hour
ELECTRICAL	\$40.00 Per Hour
BLACK WATER CLEAN-UP	\$40.00 Per Hour (Small Clean-Ups Only)
POWER WASHING (EQUIPMENT RENTAL)	\$42.00 Per Half Day    \$70.00 Per Full Day

SUPERVISION BY MAINTENANCE TECHNICIAN    \$40.00 Per Hour

SUPERVISION BY MANAGEMENT STAFF            \$60.00 Per Hour

After hours rate:	Time and one-half	5:00 p.m. to 10:00 p.m.
	Double time	10:00 p.m. to 8:00 a.m. and holidays

Slifer Management Company, Inc. does not mark up materials used at the property or invoices from independent contractors for work done at the property.