



Sundial Real Estate  
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Dear Valued Client,

We would like to take this opportunity to introduce our Management services to you. Sundial Real Estate provides complete leasing, management, and accounting services for our Clients. Currently we oversee full Property Management responsibilities for apartment communities and single-family homes.

We use a window based Property Management software system called *Tenant Pro*, which assists us with management and month end owner reporting. Our function involves a multitude of services that guarantee rents are collected and deposited, and bills are paid in a timely manner. Our managers are always making sure residents are receiving quality representation throughout the lease term to help ensure the renewal.

For your review is our standard Management Agreement, examples of our monthly reports, residential rental forms, and my personal resume with references.

We are confident that we can provide you with quality Property Management while upholding, maintaining, and enhancing the value.

Sincerely,

Diana Creason  
Designated Broker