

Financial Management

- Accounts receivable
- Accounts payable
- Billings for Common area charges, taxes, insurance, etc.
- Detailed reports, including aged receivables, etc.
- Monthly financial statements.
- Secure bids for insurance or other financial services or expenses.
- Prepare required 1099's for year-end accounting.
- File all personal property reports, etc.
- Invoice Tenant's for rent increases.