

Property **ADVANTAGE**SM

PROFESSIONAL MANAGEMENT PARTNERS

"A Team You Can Trust"

A New Year, New Maintenance!

January 2010

It is now the New Year, 2010! With all the excitement PropertyADVANTAGE would like to remind our owners to evaluate the maintenance needs of their investment. A great place to start is by creating a maintenance plan. Maintenance is highly important to all parties; owners, tenants and property managers. It is unrealistic to think your investment property will not need repairs. Focus on preventative maintenance and long-term replacement. A preventative maintenance plan could prevent costly, time consuming and unnecessary repairs. While the development of a long-term replacement plan will help you budget when a necessary major replacement is needed or to help you be prepared for an unexpected emergency.

In addition, please NEVER ignore a moisture problem. Moisture problems usually lead to mold problems and mold has become one of the worst legal nightmares. If your property manager contacts you on this issue, please act quickly. Please let us know how we can help you. It is our goal to keep you informed on what happens with your property and what legislation affects your investment. Have a Happy New Year!



Payment Update

Finally! You can NOW make payments online! PropertyADVANTAGE has teamed up with PayLease so you can make payments online. This new feature makes it easier and more efficient to make payments. All you need to do is go to www.propadvantage.com and click on the "NEW! Pay Online" navigation tab. From there you can become a PayLease member and start your online payments. Payments can be made via credit/debit card or an e-check from your checking or savings account.

Why Use PayLease?

- Eliminate the cost of postage and handling of checks
- Ability to make payments with a credit card
- Customize payment notification reminders
- Flexibility of choosing the day of debit payments allows for better money management.
- PayLease is SSL Certified, all personal information is safe and secure

Avoid the hassle of writing and mailing checks by signing up now. For more information please visit the News & Events section of our website. Or you can contact a PayLease representative at (866) 726-5327 or support@paylease.com

TWO CONVENIENT LOCATIONS FOR PROPERTYADVANTAGE!

Carlsbad Office

5142 Avenida Encinas
Carlsbad, Ca 92008
Bus: (760) 585-1700
Fax: (760) 438-6886

Oceanside Office

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Oceanside, CA 92054
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PropertyADVANTAGE has a new team member!

PropertyADVANTAGE is excited and proud to announce the new head of the Maintenance Department, Virgil Foreman. Virgil has 15 years of property management maintenance experience. He brings an exciting and fresh perspective which results in a productive and effective Maintenance Department.

"I'm here making a difference," said Virgil. He is focused on improving follow up and communication between all parties of the maintenance process; property managers, tenants, owners and maintenance vendors.

Virgil's background in carpentry and construction is a great benefit for follow up and accountability of our maintenance vendors. Many times a week Virgil is in the field checking work or accompanying vendors on visits.

Virgil started his property management maintenance career as a carpenter for a home owners association 15 years ago. With his good sense and carpenter skills he quickly became the head of the carpentry department. He then went on to also be in-charge of the plumbing and maintenance departments. Most recently Virgil worked as a Senior Account Manager for a building services company.

As manager of the PropertyADVANTAGE Maintenance Department Virgil is excited for new opportunities and challenges. "I get chance to make it my own," said Virgil. He wants all of our owners to know his department is working hard to expedite all aspects of the maintenance process while effectively bridging communication gaps.



Here are some simple and effective home maintenance tips to consider at this time of year.

1. Check the weather-stripping on all exterior doors. If it does not form a tight and unbroken seal, replace the weather stripping. Inefficient weather stripping allows air to escape outside, which increases your energy bill.
2. Make sure to check the air filter on your furnace. A dirty filter will spread dust throughout your house and a clean filter allows your heater to work more efficiently, saving you money.
3. Check the caulking on your window frames. Broken or missing caulking can let water into your home or warm air out. A tube of caulking is relatively inexpensive compared to the damage water can cause or the cost to heat your home.
4. If you have a wood burning fireplace, make sure the damper is open before you light the fire. Burn only manufacturer-approved materials and wood types in your fireplace. Never burn trash or compressed logs.

HOA Corner...

Join with us, the HOA Department staff, in a warm welcome of the New Year 2010! Financial planning and maintenance efforts are in the works and being implemented on all properties.

Thanks for your trust in our efforts!

Joanne Diaz

Sr. HOA Service Administrator



TAX REMINDER!

Reminder! As of January 1, 2010 it is required that PropertyADVANTAGE withhold 7% of your gross rental income. If you have already filled out the required forms and turned them, you do not need to worry. If you have not yet turned in the appropriate forms, you have until April 1, 2010 to do so. Although be aware that PropertyADVANTAGE is required to withhold 7% of your gross rental income until the proper forms are received.

Since PropertyADVANTAGE is not a California tax expert, if you have questions please contact your personal tax authority or the Franchise Tax Board.