

**LIBERTY
PROPERTY
MANAGEMENT**

David Rendino
President
(707) 236-1223

Spence Hiatt
Chief Financial Officer
(707) 236-1205

Anne Hiatt
Secretary
(707) 236-1217

Erika Hernandez
Accounting Services
(707) 236-1204

Donna Vatella
Field Manager
(707) 236-1231

Liberty Property Management

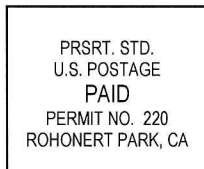
6250 State Farm Drive
Rohnert Park, CA 94928
Office: 707-236-1231
Fax: 707-236-1291

*Founded on Knowledge,
Built on Service*



We all know that owning properties in Sonoma County is much more challenging today than it was a few years ago. Our firm, Liberty Property Management is a full service property management company. Our goal is helping property owners maximize their returns on their real estate investments in Sonoma County. Collectively, we have over 55 years experience in the real estate industry. We are a locally owned business that treats every property we manage as if it were our own.

**We manage Your Properties—You Manage the
Rest of Your Life**



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Investments

Management

Leasing Services

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We Manage Your Properties—You Manage the Rest of Your Life

At Liberty Property Management, we treat your property just like we owned it. With attention to every detail—landscaping, entry ways, interiors and exteriors, our property management team delivers. We will keep your property well-maintained. You have our word.

Because Emergencies Don't Follow Any Schedule

Our commitment to professional service extend beyond traditional business hours with our 24-hour accessibility for emergencies.

Because We Are a Multi-Cultural Community

We have a native Spanish speaker on staff to communicate with many of our residents as well as licensed contractors and workmen who help maintain the properties.

Because Finding Quality Residents Can Be Challenging

Prospective residents are screened thoroughly and carefully, including credit checking, and a deposit is always obtained as security against possible damage. Tenancy Agreements are prepared for Tenants to sign before moving into the property and these include comprehensive terms for the Residents to adhere to. In addition, an inventory is prepared to ensure that all items of furniture, fixtures left at the property are recorded and their condition noted.

Let us know how we can help you.

We provide unlimited services to investment property owners. Our strengths are in real estate management, leasing, contract administration and accounting. We deliver prompt and reliable service to our clients.

Please call our office to discuss the specifics of your property and how we may assist you. Please call any one of the persons listed on the left.

Property Management

Choosing to invest in or to rent a property is often the easy part. It is the managing of properties and residents to produce the maximum income and the minimum of inconvenience that is the real key to making property perform.

What happens, for example, if minor repairs are needed and you are too busy to attend to them? What if the minor repairs become major problems? How do you ensure residents pay their rent on time? When is it convenient to inspect properties? How do you plan expenditures and prepare accounting information for tax purposes? How do you communicate effectively with our increasing Spanish speaking population? How does an ordinary citizen keep up with all the latest tenant-landlord laws?

Our clients tell us that we make their lives easier by taking care of all of the headaches that come with owning rental properties.

Standard services include:

- collect scheduled rents promptly when due
- verify and pay all property invoices
- make all mortgage payments promptly when due
- monitor building maintenance with frequent on-site visits
- generate monthly financial statements
- serve all necessary legal notices
- settle disputes between tenants
- bilingual services: Spanish & English
- advise/inform competitive rental/lease prices and rates
- friendly efficient full-time office staff
- 24 hour/7 days a week availability for emergencies
- leasing of available units
- screen potential tenants, credit and other references
- prepare and track all advertising
- represent client's interest at other municipal hearings
- supervise property maintenance and all repairs

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What Our Clients Say About Us

"I now have reliable tenants, a rehabilitated property, and am no longer bothered by the situation. In fact, I am very pleased."

Patricia Walsh, 4-plex owner

"It is no wonder that your company enjoys a fine reputation among local realtors in town. It is, without a doubt, attributed to the quality of the staff that make LPM so successful."

Buck Oates,
Sommers, Oates & Associates

"Since LPM has taken over management, I am able to get in contact with real people and calls are returned promptly. When there is an issue that needs to be taken care of, it is done timely and with a pleasant staff."

Bobbie Hopper, resident