



Owner Handbook

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Introduction

The purpose of this manual is to communicate the policies, procedures, and practices that dictate how we intend to manage your property. It will serve as your guide to our management practices. This document allows for enhanced communication between us and makes our ongoing relationship more substantial and transparent. The Owner's Handbook is updated regularly, as we work to keep up with the laws and changes in the industry.

Welcome!

Thank you for choosing Focus Real Estate Property Management ("Focus") to lease and manage your property. We appreciate your vote of confidence and will work hard to prove you made the right decision.

We look forward to assisting you in every way possible and a long relationship in serving your needs.

Who We Are

We have been investing in and managing residential real estate in the Denver area for 18+ years. As the principals of Focus, we are excited to offer professional property management services to our clients so they can focus their efforts elsewhere. We are a licensed, full-service property management company and we have a sister company that provides brokerage services, should our clients need to buy or sell property.

Our Goal

Our goal is to provide owners with the "easy button" approach to property management, so they can preserve and grow their wealth through rental property ownership.

Communicating with Focus Real Estate Property Management

Address: 2340 Dayton St.
Aurora, CO 80010

Email: joe@focus-rentals.com

Phone: (720) 575-0238

Website: focus-rentals.com

Technology We Use

Focus has embraced many technological tools to help make us more efficient and connect with our clients, residents, vendors and staff. Here is a sampling of what we use today:

Web-Based Property Management Software

We use AppFolio; an industry leading, cloud-based property management software system.

Owner & Tenant Portals

Owners and tenants can view their payment records, current balances, make payments, review key documents, give notice to vacate, make comments, submit maintenance requests, and more, all on their secure online portals.

Web-Based Property Management Files

In conjunction with several online tools such as Dropbox and Hubspot, our property management software allows us to have an off-site backup for all pictures, videos, and files.

Web-Based Phone System

We use a web-based phone system to drive efficiency in our phone systems. It allows us to be responsive, organized, and have great records in terms of emails, phone calls, and texts - all in one place.

Focus Property Management Website

Focus-Rentals.com

Websites are not just a tool to communicate with the public, they've become the company's face. We use ours extensively to attract new customers, as well as to serve our existing clients and tenants. We post as much information as possible to our website for easy reference.

Landlord Insurance

You must keep your property covered by a landlord policy during our relationship and Focus Real Estate Property Management LLC must be listed as "Additional Insured" on the policy. You may need our address when you add that, which is 2340 Dayton St Aurora, CO 80010. You also need sufficient general liability insurance, which we consider to be \$300,000, to cover the increased risk of having a renter in the property. Renters are not a protected class in the courtroom, but they are a favored class in the court system.

Tenants will also be required to have a renter's insurance policy with the same general liability insurance coverage, and on their policy, we'll have them list you (as the owner) as "Additional Insured".

HOA Issues

Typically, Homeowner Associations (HOAs) don't present any problems for us as a property management company. If an issue does arise with an HOA, we'll attempt to handle that for you. Although we'll attempt to handle the process, we may need you to stay in the loop as HOAs don't always communicate well with third parties (property managers and tenants) regarding their actions. Because they can apply a fine and place a lien on your property's title over these issues, you'll need to work with us to resolve these challenges. This is one of the problems you can't turn over to your property manager entirely.

Personal Property

Owners often leave behind personal belongings (i.e., patio furniture, microwaves, wall mirrors that aren't permanently attached, tables, bar stools, lawnmowers, grills, ladders, etc.) when they leave the property, thinking it will be there when they return. Renters often forget what is not their own when they move out. As a result, we ask that you remove all personal property before we begin leasing and marketing the property.

Owner's W-9 Form & Tax Return Preparations

More than fifteen years ago the IRS required property managers to report income received, on behalf of our clients, from rental properties. Just like employers, we must report to the IRS (using a 1099 form) the gross rent we collected on your behalf, and you must report the expenses of interest, insurance, repairs, and other property expenses on Schedule E of your tax return. We'll send you (and the IRS) a 1099 reporting the gross rent we received from a tenant by the end of January every year, as required by the IRS. We'll also provide you with an annual statement of all income and expenses that we oversaw throughout the year to help you with your tax preparations.

Marketing Your Property

Focus has an excellent track record in renting out and selling homes. It's no secret – good marketing is the key to attracting the best tenants. And we have an excellent grasp of what kind of advertising it takes to get the job done quickly.

Pre-Marketing

First impressions are critical when people are selecting a place to live. Utilities must be on, repairs must be complete (or almost complete), and the property must be clean before we start marketing a property. Tenants get turned off by houses that are not move-in ready and often won't return to see them a second time. We require that the property is in Rent Ready condition before marketing begins.

Make Ready Process

We understand that our owners want the property on the market as soon as possible. However, if it's not ready, needs a cleaning, or needs minor repairs, it will not work. Days on Market ("DOM") can vary from property to property, and while we want to list your property, we need to ensure that we have a product that someone will want to move into right away. We will help you get it ready through our "Make Ready" process where we analyze the property, suggest repairs/cleaning that is needed and then help you get it all done. This will help you rent the home quicker and save you maintenance costs later.

Setting the Rent

Getting a property leased will happen more quickly and typically at a higher rate when you start

the listing with a reasonable rental rate. Knowing the market as we do, we can find numerous rental comparables to help determine what the asking rent should be. This process will also provide you with a professional analysis showing our thoughts behind the recommended rental rate. Ultimately though, the rental rate parameters are your choice as the owner. We'll set those parameters with you when we start marketing the property; then we'll work within those parameters as we lease the property.

Lockboxes

Lockboxes allow all agents in the market and prospective renters to view homes easily. We'll install a high-quality lockbox on the property and start showing the property as soon as it's rent-ready.

Utilities

We help our owners make sure all utilities are paid on time by charging tenants a flat rate utility amount each month for the total of water, trash/recycle, and sewer. This charge then gets passed through to the owner at no charge. This simplifies the utility process and ensures that no liens are placed on the property for unpaid utilities.

We calculate the flat rate utility amount tenants are charged by looking at average for similar properties and then taking into account how many tenants will live in the home and the size of the yard. The amount charged to the tenants won't be exactly what you pay for these utilities, but it should roughly offset your utility expenses. This process is not meant to be a profit center for you as the owner or us as the property management company.

All other bills that can't affect your property, such as Xcel (gas/electric), wifi, cable, etc are set up in the tenant's name. We help the tenants get those all set up at the beginning of their move in process.

For more information on utilities let us know and we can provide an FAQ document we created on the topic.

Keys

Early in the process, we will collect all applicable keys from you as the owner and we'll make several copies of all keys that we'll keep in a locked secure location. If your property doesn't have a keyless entry lock on one door we'll suggest one. They come in really handy for letting in locked out tenants, providing access to contractors for maintenance, etc.

Screening Applicants

Focus considers screening tenants as one of the most important aspects of good property management.

Here are the screening checks that we complete on all applicants (18+ years old) through our secure online portal *:

1. Photo ID to verify identity.
2. Completed online application.
3. Income verification: documented, pre-tax income must be at least 3x the rental rate.
4. Credit report check: 670+ credit score required.
5. Employment verification.
6. Eviction history check.
7. Criminal/background check.
8. Rental reference check.
9. Pet screening on all prospective tenant's pets.

*If the applicant has special requests, offers less than the rental rate parameters we've set with you, has an unusual pet situation, requires a cosigner, or presents issues outside of the norm, our team may contact you for final approval.

Lease Document Preparation

Focus will prepare all the lease documentation for the signing parties and will sign on the Owner's behalf, as the property manager. Tenants will sign several documents before they take possession of your property. The lease is the primary document, but there will also be a Pet Addendum, Brokerage Disclosure to Tenant (which explains that we represent the owner), Lead Based Paint Disclosure (if applicable), and additional documents, as needed.

Managing the Move-In

When a tenant moves into a home for the first time, there are often "issues" during the first few weeks. Our walkthrough and documentation of the property during the "Rent Ready" process are done before the tenant moves in to keep these issues to a minimum. That said, tenants will typically find a few more issues once they move in, so we help them get these addressed by having them complete a maintenance request (via their online portal) two weeks after they move in. This way, we stay organized and address all the issues at once, rather than piecemeal (saving on repair costs).

Owner Cleaning Challenges

Frequently, we have owners tell us that they will clean the property before a move-in, and we don't need to order professional third-party cleaners. Everyone, understandably, wants to save money, and the DIY method is often preferred. Here's the problem: everyone has a different idea of what clean is, and people are satisfied with varying levels of cleanliness. To some,

cleaning once a month is good enough, while others clean every day. Since we can't attempt to match tenants with owners of the same cleaning standards, we find it's best to have third party professional cleaners clean the home prior to a move-in. We only get one chance to make a first impression with the new tenants, so having it clean is imperative.

Rent Check Inspection to Document Condition

Any time we have a new tenant move in, we complete a *Rent Check* photo inspection of the property. *Rent Check* is an app that guides us through the photo-taking process of everything in a home to document the condition at move-in. We then provide that report to the owner and the tenant (via their online portal) as documentation of the condition of the property. We also provide the tenant a link to a *Rent Check* inspection that they can opt to complete themselves, if they chose to. This documentation, with all parties having it from day one, helps avoid disputes about the condition at the time of the move-out.

Managing the Money

One of the critical aspects of our job is managing the money. As noted above, we do this through our property management software, Appfolio.

Security Deposits

Our policy, as well as Colorado state law, is to hold the tenant's security deposit in a qualified Security Deposit Trust Account. This account is NEVER comingled with the company's operating funds and our financials are reconciled monthly.

Collecting Rent

Collecting rent is one of the most tedious processes of being a landlord. We take the burden (and documentation) out of that process for our owners with the assistance of online bill payments by using the best software available in the property management industry. Tenants pay through their online portal, eliminating the need to collect checks or cash. This reduces delays in receiving payments and reduces the risk of theft or loss.

Due Date

All rents are due on the 1st of each month. We allow the tenant until the 7th to pay before we collect a late fee. We start our collection process on the 7th of each month with phone calls, emails, and text messages to the tenant. (Note: by law, 7 days is the required minimum grace period before charging a late fee in Colorado. We cannot do it sooner.)

Late Date

Rent is always late on the 8th day of the month, after the 7-day grace period, as required by the state of Colorado. Our software allows us to track what day and time the tenant has paid rent through our online system. We push hard for timely rent collection because most owners are

making a mortgage payment, so pressing the tenant for timely payment and getting it to the owner is a high priority.

Late Fee

Focus charges a 5% late fee posted on the 8th of the month. Any late fees collected will go to the property manager, as stated in the property management agreement.

The Eviction Process*

We start the eviction process if we have not received their rent or an agreed payment plan by the 15th. (*When not in a Federal or State Eviction Moratorium). The following procedures apply:

Pay or Quit Notice

A Pay or Quit Notice is sent to the delinquent tenants between the 8th and 15th.

Filing

Evictions for non-payment of rent will be filed and handled by Focus, with the assistance of our legal partners, to ensure the process is handled correctly.

Attending Court

Court costs can be costly and *may* require legal representation. We provide all the necessary documentation for the attorney to file on our behalf. Once filed and the court date is set, we will always keep you in the loop, every step of the way.

Writ of Possession

If the court in Colorado rules in our favor and the tenant is assigned to move out but does not move out within the required timeframe given, we will file for a Writ of Possession.

The Focus team will meet the sheriff on-site, perform an inventory check (*if applicable*), and rekey the property during this process.

If there is an eviction, there can be additional costs for legal representation, rekeying, disposing of personal property and possibly repairs, to make the property “rent ready” for the next tenant. These costs are the responsibility of the owner, but we will help manage the process and re-lease the property to the next tenant without a leasing fee.

Distributing Owner Draws

Owners will receive their money on or around the 15th of the following month. Should the 15th fall on a holiday or weekend, we will send the deposits and statements on the following business day.

Managing Owner Relationships

Authorization*

During your time with Focus, we will need your authorization to make routine decisions on your behalf. Occasionally, however, we will need to contact you to make a decision when things are out of our scope, or there is a unique circumstance. For example, we may reach out on whether you want to repair the 12-year-old dishwasher for \$300 or replace it for \$700. *For maintenance repairs over the \$500 maintenance reserve that we hold on your behalf, we'll always contact you. Most management decisions are routine, and we'll make those ourselves, but we'll contact you personally when confronted with more significant issues.

Managing the Property

Managing Maintenance Issues

Managing the physical condition of the property is one of our biggest tasks. We must be sensitive to mold, electrical problems, plumbing, ceiling fans, sewer backups, rodents, dishwashers, A/C systems and more. Judges and court systems hold us to a high standard in our duties to provide a safe and habitable place to live, as do the tenants. In their mind, people's safety overrides the safety of the property and cost to the owner, so we manage with that standard in mind (while also fully representing the interest of our owners).

Maintenance Priorities

Resident maintenance issues are handled in the order they are submitted using the specific issue/ response times as guidelines. Here is how we present this to our residents:

Category I: Emergency Maintenance

Emergency defined:

Anything relating to the property (under the lease) that is threatening to life, health, or the property, for example, fire, flood, sewage back-ups, and gas odors. Focus follows general guidelines when dealing with emergencies, including the loss of running water, hot water, heat, electricity, sanitary facilities, or other essential services or facilities that the landlord is responsible for providing. **Target: 5 to 8 hours**

Category II: Non-Emergency Maintenance

Non-emergency defined:

Refrigerator out; locking yourself out of the house; power or gas off; broken dishwasher, and noise complaints. These issues may be inconvenient, uncomfortable, and aggravating, but they are not emergencies. Focus is not liable for food loss caused by an appliance breakdown or damaged belongings due to water leaks. We advise that tenants have adequate renter's

insurance to cover unforeseen personal losses.

A: Urgent Maintenance

Broken windows, plumbing repairs (not including clogged toilets, see notes below), loose railings, wobbly decks, electrical problems. **Target: 2-4 business day service**

B: Normal Maintenance

Appliance repair, garage repairs, leaky faucets. **Target: 4-8 business day service**

C: Non-Essential Maintenance

Fence repair, gutter cleaning, garage door remotes. **Target: 30-day service**

D. Not a Habitability Issue

Screens, broken lattice, power washing, broken window shade, broken tree limb, missing door stopper, missing doorknob, all light bulbs (including stove, chandelier, refrigerator), and fireplace gas keys. **Target: Point these items out during the next property visit or bring them up at lease renewal. These items may not be approved for repair by the owner.**

Maintenance Spending Limitations

No one wants to give their property manager an open checkbook, and we don't want one. That said, we also can't contact the owner every time something needs repair. The management agreement has a \$500 ceiling on repairs that we can order without waiting for your response.

Note: This spending limit does not apply to emergencies, move-in contingencies (cleanliness), or habitability issues. Occasionally, not often, there is a heavy storm, burst water pipes, flood, fire, heat/air goes out in adverse weather, sewer backup, etc., and we must respond immediately. We will sometimes have to make a snap decision based on the information we have and the situation in which it comes up. We will always make our best efforts (in these emergencies) to involve you and get your input asap.

Minor Maintenance Issues

Before the tenant moves in, they agree to handle common, everyday issues themselves like flipping GFCI switches, changing out light bulbs in two-story foyers, resetting garbage disposals, etc. Some tenants are accustomed to living in an apartment community with maintenance personnel to change their light bulbs and help them move the grill. We will refer them to the maintenance agreement, as these issues arise.

Lawn Care

We would love to assure you that tenants will keep the lawn manicured as you did, but in reality, we cannot. The lease calls for them to provide for their own lawn care, but most tenants do not think like owners in this regard. Getting them to mow is about all you can expect, and sometimes it is difficult to get them to do that. If you want better care for your lawn, garden, etc., we advise you to line up a third-party service to care for it.

Property Visits and Charges*

We routinely visit the property in Spring and Fall each year, as well as by appointment, with the tenant. If you frequently ask us to make a special trip (owner-requested trips), you will be charged a trip fee. Examples include (*but are not limited to*), meeting an appraiser, a relative, your contractor, the HOA manager to check on utilities, to see if your vendor is finished, to see if the hailstorm did any damage, to pick up your mail, or to see if you left your lights on.

Handling Your Own Maintenance

Most owners hire a manager because they don't want direct involvement with the tenant in the property. However, some owners have a tool belt and like to tinker around the house to save a little money. When the property is vacant (and anytime on exterior issues), you are free to do whatever you like. While the tenant is occupying the property, we prefer to handle all interior maintenance or at least be made aware before you handle some maintenance on your home. There are liability and common-sense issues that drive this policy. We understand your neighbor is your best friend and can fix that leaky toilet, but what if the tenant's purse comes up missing, or the neighbor hurts himself while in your home fixing your toilet? To be cautious let's just communicate when you want to handle some maintenance.

Home and Builder Warranties

Professional property managers generally do not favor home warranties. When an owner puts us in charge of maintenance and then transfers repair issues to another company (a warranty company), the outcome is often a stressful situation that is impossible for us to manage. Home warranties were designed for owners who live in the property and cooperate with the warranty company vendors. Tenants aren't as responsive, so warranty company vendor calls are hard to manage and cause tenant hostility. You're paying us to manage maintenance, so let us do it for you. Buying a home warranty just makes it more difficult. If you already have a home warranty let us know. We'll save it in our records and try to use it whenever it's applicable.

Tenant vs. Owner (Manager) Responsibilities

We take pains at the move-in to clarify what the tenant can expect from us in the maintenance response department. Sending our technician or a vendor to the property is expensive, so doing so every time they call regarding a minor, non-urgent issue is not an option. In most cases, we assure the tenant that we'll address these minor issues at the anniversary date, or that we'll look at it the next time we're at the property. Keep in mind, every time someone goes to the home to work on it— it incurs cost. We try to mitigate that cost by deferring these minor requests to an already scheduled or routine visit, such as during the annual walk-through.

Regular Maintenance vs. Replacements, Renovations, and Remodeling

As part of our management fee, we are responsible for assessing issues and overseeing routine repairs. We separate these routine issues from the more significant renovation projects, such as, complete paintings, carpet replacement, roofs, siding, and appliance replacements. Focus will line up vendors and oversee the work for routine maintenance issues at no additional cost.

If Focus completes minor work, we will invoice you for the work. Our hourly rates for this type of work (and all our fees) can be found in the Property Management Agreement.

Managing the Tenant

A significant part of our job is interacting with the tenant. We believe the more you know about how we manage tenants, the better you'll appreciate and enjoy the benefits of your anonymity. Here are just a couple of examples to consider:

60-day Lease Renewal

Unless the landlord gives the tenant (or vice versa) a 60-day notice – we will start the re-leasing of the property process, approximately 60 days before the lease ends. This helps minimize vacancy between tenants. If you prefer to move back in or sell the property, we ask that you please notify us in writing before the 60-day timeframe (from the time when the current lease ends), so we can offer plenty of warning to the tenant.

Rent Increases

We always strive to increase rents for owners when we can. When leases are coming to an end, we will review market conditions, vacancies, and needed repairs in making the new rental rate decision.

Managing the Move-Out

The next part of the management process is the move-out. The state's Landlord Tenant Act has a lot to say about the move-out process. Legislators have had many complaints from renters over the years, so as a result, there is a lot of information about tenants moving out, charges for damages, and security deposits in the law. Here is a description of the process:

Before the Move-Out

In managing rentals, there are four kinds of move-outs depending on the circumstances:

Normal Scheduled Move-Outs

Normal Scheduled Move-Outs account for a majority of our business. Once they give us notice to move, we will be communicating with them - and with you - right up to the day of the move-out, making sure all keys and garage door openers are returned and they remove all personal property. Our priority is to get the property back in Rent Ready condition. Most renters want their deposit back and pay close attention to any issues that could cause them to lose some of their deposit.

Early Terminations

Occasionally, people get transferred or buy another home before their lease ends. An early termination stipulation, or "Break Lease Clause" in the lease, allows the tenant to move early by paying a one-month rent penalty upfront. This will enable us to put the home on the market again on the tenant's behalf. While the house is on the market to find another tenant – the current tenant is still under the lease agreement and is obligated to pay rent, keep the utilities on, and maintain the home. Once a qualified replacement tenant is found, the current tenant's

lease can be terminated. We'll notify you immediately if a tenant would like to exercise the Break Lease Clause. Further explanation of this clause can be found in the Property Management Agreement.

Coordinated Skips

Occasionally, renters call us in the middle of their lease term to tell us they're moving for any number of reasons. They lose jobs, get divorced, can't get along with their roommate, or simply can't afford the rent anymore. They're not skipping, but they're also not offering to pay the early termination fees; they just want to notify us of their intent to move and want to do it under controlled conditions. We'll notify you immediately and will handle all the charges according to the lease and state law.

Skips and Abandonment

Very rarely, we find a property abandoned. Usually, we discover it when we're doing a drive-by due to unpaid rent or an imminent eviction. Often, the utilities are off, and there's plenty of personal property left behind. When this happens, we'll decide whether to defer minor requests, take immediate possession, or go through the eviction process to regain control of the home. We will notify you immediately with the intent of keeping you informed.

During the Move-Out

We try not to have the tenant present during the move-out inspection, as their presence can become an issue if they are defensive about the condition of the property. They may want to argue about the damages we are charging them, claiming the issues were there when they moved in. We will charge for all damages, unless we see them on the move-in *Rent Check* photo inspection report, or if they are “normal wear and tear”. When they are not present, we conduct a detailed inspection of the home to include pictures. This procedure puts us in an excellent position to defend any necessary charges and protects the owner from too much conflict, worsening into a lawsuit.

Photos

We will document our tenants’ charges upon move-out by taking digital photos of damages, if the tenant disputes the charges. Often, carpet stains or excessive damages to the walls don’t show up well in photos. We do our best to ensure that we’re documenting all damages to highlight issues that pictures alone won’t capture. Again, because we do a detailed *Rent Check* photo inspection of the home when the tenant moves in, we avoid a lot of disputes on the back end when they’re moving out.

Normal Wear and Tear

Landlord-Tenant Laws - understandably - prevent landlords from charging renters for “normal wear and tear”. Frequent points of conflict between owners and tenants come from the question “what *is* normal wear and tear?” This is very subjective, and we know for a fact that different property managers will come up with uniquely different assessments while looking at the same property. We perform the inspection with one eye on explaining it to you (and, if needed, a judge) if the tenant disputes the charges, the judge will have the final say as to charging damages to the tenant. Some owners believe the tenant should return the property in the exact same condition they found it or in a “rent ready” condition, but that is not realistic. There will be some normal wear and tear and there will typically be a little bit of work that needs to be performed in order to prepare the home for the next tenant.

There are no statutes or court decisions that clearly define what “normal wear and tear” is. We do our best to determine what is fair and appropriate, while watching out for the owner’s interests.

After the Move-Out

Colorado Revised Statutes Title 38 - *CO Rev Stat § 38-12-103 (2016)* gives landlords 30 days from the time of surrender, to identify charges and send out the deposit disposition that will have a refund or partial refund of their security deposit. If any monies are withheld, we must provide a written statement of charges applied to damages. We will also send the tenant a statement itemizing all charges they owe, including unpaid rent, late fees, NSF charges, and damages to the property.

Disputing the Security Deposit

If the tenant disputes any charges, we ask them to submit a letter with a detailed explanation and supporting evidence of their dispute. We then have an independent internal person review the complaint, compare all documentation with what we have, and decide within 30-days if any money is refunded or if the original deposit disposition holds.

We handle the disposition of security deposits for our owners. If there is an unusual situation, or a dispute we're having trouble resolving, we may reach out to the owner.

When It's Time to Sell

Many of our clients buy the property with the intent to keep it as an investment property for a long time. Other clients previously lived in the property and couldn't sell it before they needed to move. When it's time to sell, there are some options.

Selling to the Tenant

Typically, the most efficient sale, although possibly not the one that fetches you the highest amount, is selling the property to the existing tenant. Some owners like the idea of selling to the tenant because there is no vacancy between the time the tenant moves out and a new buyer moves in. This is the best of all worlds for the owner. When you are ready and want to sell the property, and it's occupied with a tenant – consult with Focus and we can best advise you on the strategy to get the home sold.

List for Sale

When our clients are done leasing the property, we can list the home for them as a licensed brokerage. We specialize in selling homes in our target area (and have done so for 18+ years), so we're more than happy to help. Because we know a lot about the property and have a standing relationship with the occupant, we can get it market ready as quickly as possible. Planning ahead for any repairs, upgrades or staging that may need to be done to make the home show as well (and as quickly) as possible - once the tenants move out - is much easier for us to manage.

Managing the Separation

If you, the owner, decide you no longer wish to continue our relationship (for any reason: i.e., decide to sell, want to manage it on your own, etc.) we want it to be a smooth and orderly transition. Please provide us with as much notice as possible, so that we may provide you with the necessary paperwork (pertaining to license laws and security deposit funds being involved) in a timely fashion. This helps us to manage the process in an orderly, efficient manner while keeping you and any potential tenants informed and lessens any inconvenience along the way.

Additional Helpful Information:

[Information for Property Managers in Denver Colorado](#)

[Denver Tenant Rights and Resources](#)

[HUD Tenants Laws, Rights and Protections: Colorado](#)