



DIY REAL ESTATE SOLUTIONS
Property Management Software

EVERYTHING YOU NEED TO MANAGE RENTAL PROPERTY

NEWS YOU CAN USE

July 2007 ■ Volume 1, Issue 3

WELCOME!

Welcome to the third issue of *News You Can Use*, your e-newsletter from **DIY Real Estate Solutions**.

Our goal is to provide informative and insightful articles on industry trends, our expanding offerings, and tips for optimizing your DIY property management software. Have we succeeded? Please [click here](#) to share your ideas for making this newsletter more valuable to you.

Future issues will also profile DIY users and integration partners so [click here](#) to be considered for this opportunity.

Thanks again for your feedback, and happy reading!

[Feature Focus – Integrated Credit Screening](#)

[Do You Know... – Industry Facts and Curiosities](#)

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FEATURE FOCUS

Integrated Credit Screening

DIY has made it incredibly easy to instantly run credit and criminal checks on all your applicants. Just enroll in our credit screening service, complete the quick setup (it's only two fields!) and you're ready to receive screening results in seconds with the click of a button.

This service is provided by our partner, [Credit Retriever](#), and is fully integrated with your DIY data to save time and improve accuracy by using applicant information you've already entered, and eliminating the need to re-enter it. Plus, the screening results are stored automatically with each applicant to help you make better leasing decisions.

Ready to take the next step? [Contact us](#) for information on activating this powerful feature!

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DO YOU KNOW...

Surveys conducted by the Federal Reserve System confirm that **electronic payment transactions in the U.S. have exceeded check payments** for the first time....

The results of this survey show a significant trend and are part of an ongoing effort by the Federal Reserve to measure trends in non-cash payments. The results analyze changes between 2001 and 2004, and an updated survey to be conducted in 2007 will analyze

Payment Type	\$ Value	Number of Payments	Annual Rate of Change
Debit Card	\$0.6 trillion	15.6 billion	+ 23.5%
ACH (Direct from checking)	\$25.1 trillion	9.1 billion	+ 13.4%
Electronic (Pay online)	\$27.4 trillion	44.5 billion	+ 13.2%
Credit Card	\$1.7 trillion	19 billion	+ 6.7%
All Electronic Payments	\$54.8 trillion	88.2 billion	+ 56.8%
Check	\$39.3 trillion	36.7 billion	- 4.3%

changes since 2004.

Based on the demand we've seen from both property managers and tenants for electronic rent payment options, our prediction is that we'll see an even steeper increase in the number of electronic vs. check payments.

[Contact us](#) to find out more about how DIY's partnership with TRANSFIRST (see article below) can align your business to this significant trend.

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QUICK TIPS

Recording Applicant Payments

Be sure to save time by entering applicant payments while setting up a new applicant. Notice the Payments links located in the left navigation panel or at the bottom of your Applicant page...

The screenshot shows the 'DIY Management Company' interface. The left navigation panel includes 'Property Management' and 'Status: New Applicant'. Under 'Status: New Applicant', the 'Payment' link is circled in red. The main content area shows a form for entering applicant information, including fields for Phone, City, State, Zip, Vehicle (Make, Model, Year, Color, License Plate #), and Occupants. The 'Payment' link is also circled in red at the bottom of the applicant details section.

Click on either link to display the Applicant Payment Detail screen, on which you can enter application fees, first month's rent, security deposits or any other payment collected at the time of application. Specify the form of payment and you're done!

Home ▾ Leasing Property Management ▾ Transactions ▾ Reports ▾ Setup ▾

Inquiries New Inquiry Applicants New Applicant Wait List Advertise Unit

Applicant Payment - Diane Thompson

Category	Balance	Monthly	Description	Amount
Debit: Application Fee				\$35.00
Total Amount:				\$35.00

Payment Detail

Add Row

Payment Method Exclude Service Fee

Pay With Credit Card *A service fee of \$15.00 will be added for electronic processing*

Pay With Bank Account *A service fee of \$1.00 will be added for electronic processing*

For accuracy re-enter bank account:

Pay With Cash or Check

Billing Address

Address Line 1: The address that appears on the credit card statement

Address Line 2:

City: State: Zip:

Next Cancel

Any entry you make in the Payment Detail not only records the payment, but records the corresponding charge in the resident ledger. Note that charges are not created for any security deposits entered. Have questions on using this convenient feature? [Contact our support team](#) for more assistance!

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DIY PARTNER PROFILE

TRANSFIRST

A robust cash flow is critical to running your business, much of which depends on receiving on-time, in-full rent payments from your tenants. To help you streamline this part of your business, DIY has partnered with [TRANSFIRST](#) so you can offer a variety of electronic rent payment options to your tenants.

TRANSFIRST is a premier provider of payment processing services with annual transaction volume of approximately \$25 billion. Well respected for its in-depth industry knowledge, partnership strategies and innovative suite of products and services, TRANSFIRST is among the Top 10 in Nilson Reports' "2006 Top U.S. Bank Card Acquirers."

Once available only to large and institutional property managers, professional managers of all sizes can now enjoy the benefits of electronic rent payments:

- Faster access to funds and NSF notifications
- Reduced posting and payment errors

- Fewer trips to the bank saving time and money
- Enhanced tenant services
- Improved collections alternatives



DIY offers flexible ways for owner/managers and residents to schedule one-time and recurring payments, by check (ACH) or credit card, through the DIY software or through the Resident Portal component of DIY's Web Site Services. [Contact us](#) today for more information on how DIY's partnership with TRANSFIRST can add a new dimension to your business!

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NEW ON YOUR SCREEN

Deactivating Categories

Is your Category list too long? Does it include categories you never use? Now there's an easy way to remove unused categories by making them inactive. From the Setup menu, just load the Categories page...

The screenshot shows the software interface with the 'Setup' menu item circled in red. The interface includes a navigation bar with 'Home', 'Leasing', 'Property Management', 'Transactions', 'Reports', and 'Setup'. Below the navigation bar are sections for 'Notifications', 'Properties', and 'Alerts'.

Property	Deposits	Past Due	Vacant Units	On Notice
DIY Apartments	\$ 00	\$23,685.52	3	1
DIY Management Company	\$ 00	\$535.00	0	0
Total	\$ 00	\$24,220.52	3	1

Date	Dismiss	Message
6/26/2007	<input type="checkbox"/>	Billed 35 residents \$22,754.75 for July rent.

Click the Inactive checkbox for each unused category...

Home Leasing Property Management Transactions Reports Setup

Properties Categories Vendors Owners Company Other Web

Categories

Bank Account - Cash / Bank Accounts		New Category	Inactive
* Cash on Hand			<input type="checkbox"/>
Delete	Bank DIY Apartments Cash Bank Account		<input checked="" type="checkbox"/>
Delete	DIY Management Company Cash Account		<input type="checkbox"/>
Delete	DIY Apartments Credit Card Account		<input type="checkbox"/>
Delete	Barclay Square Cash Account		<input checked="" type="checkbox"/>
Delete	Cash Special		<input type="checkbox"/>
Delete	WalMu		<input checked="" type="checkbox"/>
Asset - Receivables		New Category	Inactive
* Rents Receivable			<input type="checkbox"/>
Asset - Prepaid Assets		New Category	Inactive
* Prepaid Expenses			<input type="checkbox"/>
* Capital Improvements			<input type="checkbox"/>
Delete	Escrow Tax / Insuran		<input type="checkbox"/>
Delete	Escrow Tax / Insuran		<input checked="" type="checkbox"/>
Delete	Undeposited Funds		<input type="checkbox"/>

* Standard categories cannot be deleted.

Save Cancel

And they will no longer be included in any of your Categories lists!

Home Leasing Property Management Transactions Reports Setup

Deposits EPay Expenses Print Checks Adjustments NSF Journal Registers Reconcile

Journal Entry

Date: 6/26/2007 Noncash Resident Payment

Category	Debit	Credit	Description	Unit/Property
<div style="border: 1px solid red; padding: 5px;"> <p>Cash / Bank Accounts</p> <p>Cash on Hand</p> <p>DIY Management Company Cash Account</p> <p>DIY Apartments Credit Card Account</p> <p>Barclay Square Cash Account</p> <p>Cash Special</p> <p>Receivables</p> <p>Rents Receivable</p> <p>Add Category</p> </div>				

Add Row

Save Cancel

To reactivate a Category, just repeat this process and uncheck the Inactive checkbox.

Have other ideas on how DIY can better meet your needs? [Contact us](#) and share your thoughts so our flexible and friendly property management solutions continue to add value to your business. We look forward to hearing from you!

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