



DIY REAL ESTATE SOLUTIONS
Property Management Software

EVERYTHING YOU NEED TO MANAGE RENTAL PROPERTY

NEWS YOU CAN USE

December 2007 ■ Volume 1, Issue 8

DIY NEWS *Making it Great in 2008*

One of the real joys for the Holiday Season is the opportunity to say Thank You for your business and wish you the very best for the New Year. We look forward to helping you reach your goals in the coming year with the best software solution for managing real estate, great customer support and enhanced products and services.

A number of new enhancements are planned for 2008, starting with the first release of FormWriter this month. FormWriter will provide the ability to integrate your standard forms and letters with your DIY database to improve communications with residents and vendors. This and other exciting future enhancements are a direct result of the tremendous input and support we receive from you.

Thank you again for the privilege of serving your property management technology needs. Our very best wishes for a happy and prosperous New Year!

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FEATURE FOCUS

Owner Payments

DIY makes it easy to calculate and issue payments to owners of the properties you manage. From the Property Management menu, go to the Owner Payment page where you can calculate the amount due after accounting for expenses and deposits held in reserve. After selecting the properties and “As Of Date,” DIY will create a list of your properties, their property balances, and the calculated owner payments.

| Property | Owner | Ownership | Property Balance | Deposits & Reserves | Net Balance | Pending Expenses | Net to Owner |
|-------------------|-------------|-----------|------------------|---------------------|-------------|------------------|--------------|
| 3402 Peach Street | Jason Brown | 100.00 % | 10,006.13 | 1,200.00 | 8,806.13 | 8.80 | 8,806.13 |
| Total: | | | 10,006.13 | 1,200.00 | 8,806.13 | 8.80 | 8,806.13 |

You can override the calculated payment by changing the “Net to Owner” column. Links are provided in the “Property Balance” and “Deposits & Reserves” columns to access the details of these items. You can also generate payments to the owners from this page.

Management Fee Check - Web Page Dialog

Owner Payment Checks

Category: Partner Draw/Payments to Owner

Print checks
 Enter starting check #

Check Date: 11/30/2007

Description: November Owner Payment

Ok Cancel

https://www.diyres.com/PostOwnerPayment.aspx?Multi Internet

Are there any other features you'd like to know more about? [Contact us](#) so we can cover

them in future newsletters. We look forward to hearing from you!

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CLIENT FOCUS

All About Real Estate Inc.

When DIY Real Estate Solutions developed its Web-based property management solutions, it had entrepreneurs like **Joe Suarez** in mind. Joe is the owner of **All About Real Estate, Inc.** in Austin, Texas. He currently owns and manages 150 units in two complexes in South Austin and San Marcos, Texas. His goals? To provide third-party property management services for other independent rental owners and acquire another 150-200 units of his own. His strategy? Using DIY Real Estate Solutions to grow his business and increase profits for himself and other owners.

According to Suarez, "Having a successful rental business depends on having great systems in place... soft systems to manage people and improve properties, and software that puts everything I need to do right in front of me... inquiries, leasing, applicants, work orders, late fees, you name it. And it has to be foolproof and easy to use with pricing that's competitive for independent owner-managers like me."

Joe began researching systems in April 2007 when he added 104 units to his portfolio. After looking at desktop and Web-based systems, he opted for online software so he could stay on top of his properties no matter where he went. When he found DIY, he took advantage of the free 30-day trial and knew he found the right solution.

"DIY is very user friendly and I felt comfortable using it right away," explains Joe. "And the set-up was easy too. I added one community and then the next, then transactions, and it just went on from there. Awesome! Even people that don't have years of property management experience can get going right off the bat. Everything you need is there, and the designers did a great job making it easy for owners like me."

A former mechanical engineer and insurance agent, Joe takes his business seriously and is always looking for ways to improve his professionalism. He is an active member of the Austin Apartment Association, an affiliate of the National Apartment Association (NAA), and NAA's Independent Rental Owners committee (IRO). He is also well on his way to becoming an NAA Certified Apartment Property Supervisor (CAPS). Partnering with DIY is yet another way he improves his business practices.

"Besides having a great product that's helping me grow, the people at DIY are very nice to work with," says Joe. "Their customer support people know their stuff and answer our questions very quickly. And they're open to suggestions from the people that use the software. I like working with 'real people' and appreciate their dedication to my business."

Joe and his family left California in 2005, settled in the Texas Hill Country and have never looked back. "This is a beautiful place to live and our properties are just great. With DIY helping us run our operation, we're ready and able to grow. 2008 is going to be

a fantastic year for us!"

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QUICK TIPS

Combining Applications

Sometimes an application for a co-tenant is entered into the system as a separate application instead of a lessee or occupant on an existing application. If this happens, we make it easy to combine the two applications into one. Select one application from the Applicant List. Scroll down to the Occupants section and click the “Add Existing Application” link.

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DIY Real Estate Management
Welcome back
[Logout](#) [Help](#)

Home Leasing Property Management Transactions Reports Setup
Inquiries New Inquiry Applicants New Applicant Wait List Inactive Advertise Unit

Model: _____
Year: _____
Color: _____
License Plate #: _____
[Save](#) [Cancel](#) [Delete](#)

Occupants [Add Existing Application](#)

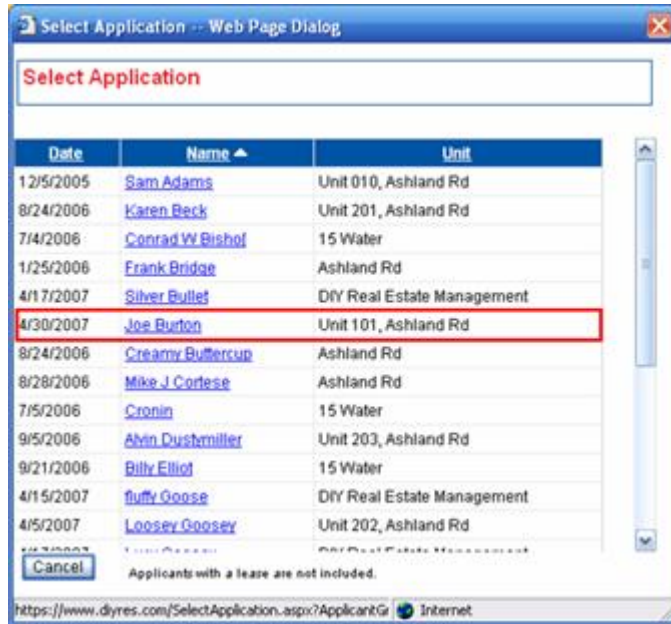
| | | |
|--------------|--------|-----------------------------|
| Wilma Nelson | Lessee | Email/Notes |
|--------------|--------|-----------------------------|

[New Occupant/Lessee](#)

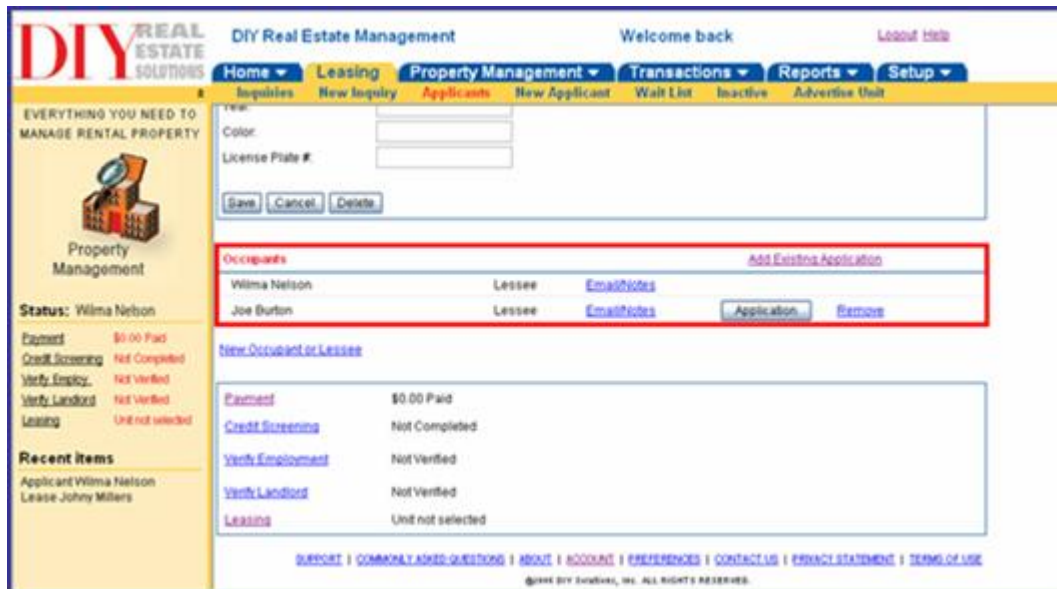
| | |
|-----------------------------------|-------------------|
| Payment | \$0.00 Paid |
| Credit Screening | Not Completed |
| Verify Employment | Not Verified |
| Verify Landlord | Not Verified |
| Leasing | Unit not selected |

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A list of active applicants will be displayed. Click on the name of the lessee/occupant to be added to the current application.



It's that simple! Your Occupants List now contains both applicants so that when you approve the application, both tenants are moved into the system together.



And don't worry if you recorded any payments from your applicants... they will automatically be transferred to the new application!

Have questions on using this convenient feature? [Contact our support team](#) for more assistance!

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NEW ON YOUR SCREEN

Customizable Rent Roll

Have you noticed our change to the rent roll? For greater flexibility when processing your rent roll, we added options to:

- Customize many of the columns that are displayed on your screen.
- Run the rent roll by property or by owner.
- Include unit types.
- In the “Income Category” column, reflect charges that were actually billed or scheduled recurring charges.

Each tenant’s starting balance will be displayed, along with the amount paid for the month.

The screenshot shows the 'Rent Roll' report for 'Ashland Rd' as of 12/7/2007. The report is filtered by 'Ashland Rd' and 'All Owners'. The columns are: Unit Name, Resident Name, Lease Expiration, Term, Move-in Date, Vacate Date, Security Deposit, Starting Balance, Rent, Concession, Parking, Other, Amount Paid, and Balance Due. The report shows 10 units with their respective details and balances.

| Unit Name | Resident Name | Lease Expiration | Term | Move-in Date | Vacate Date | Security Deposit | Starting Balance | Rent | Concession | Parking | Other | Amount Paid | Balance Due |
|-----------|----------------|------------------|------|--------------|-------------|------------------|------------------|------------|------------|---------|---------|-------------|-------------|
| Unit 001 | John Paine | 1/31/2007 | MTM | 2/1/2006 | | | \$16,224.79 | \$750.00 | \$0.00 | \$22.50 | \$65.99 | \$0.00 | \$17,063.28 |
| Unit 003 | Martin Merod | 4/30/2007 | MTM | 5/1/2006 | | (\$1.00) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Unit 008 | Bryce Adams | 9/30/2007 | MTM | 10/1/2006 | | \$150.00 | \$12,009.00 | \$900.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$12,909.00 |
| Unit 104 | Susan Paine | 7/31/2008 | 12 | 8/1/2007 | | | \$2,800.00 | \$700.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,500.00 |
| Unit 201 | Erin M. Gerber | 5/31/2007 | MTM | 5/22/2006 | | | \$100.00 | \$900.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| Unit 202 | Tracy Locant | 8/31/2008 | 12 | 9/1/2007 | | | \$2,700.00 | \$900.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,600.00 |
| Unit 203 | Fred Zeno | 3/31/2008 | 12 | 3/24/2007 | | | \$7,700.00 | \$950.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$8,650.00 |
| Unit 4 | Art Casano | 2/29/2008 | 12 | 4/15/2007 | | | \$7,533.33 | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$8,533.33 |
| Unit 5 | Robert Blake | 3/31/2006 | MTM | 4/1/2005 | | \$5.00 | \$13,990.00 | \$1,400.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$15,390.00 |

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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DIY NEWSLETTER FEEDBACK

How Are We Doing?

Welcome to the latest issue of *News You Can Use*, your e-newsletter from **DIY Real Estate Solutions**. After publishing eight newsletters, we'd like to know how you've

enjoyed and profited from the information they contain.

Our goal has been to provide insightful articles on industry trends, a first-hand look at our expanding offerings, and tips for optimizing your DIY property management software. Have we? Please take a moment to tell us how we're doing and [share your ideas](#) for making this newsletter more valuable to you.

Future issues will continue to profile DIY users and integration partners, so [click here](#) to be considered for this opportunity. Thanks again for your feedback!

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