



DIY REAL ESTATE SOLUTIONS

The Leading Property Management Software for the Web

NEWS YOU CAN USE

March 2009
Volume 3, Issue 3

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FEATURE FOCUS

NEW Property Management Setup Page

You may have noticed that the Property Setup page has received a facelift. Several new fields have been added including: insurance information, parcel number, school district and comments. In addition, you will receive a home page alert when your insurance expiration date is within 30 days.

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Properties | Categories | Vendors | Owners | Agents | Company | Users | Other | Web | Forms | Schedule

Property [Notes/Archives](#) [Attachments](#)

Property Name: Relationship: Manage Own Both

Property Type: [Legal Entity](#):

[Units](#): 13 active units Reporting Group:

[Property Owners](#): Primary Bank:

Status: [More Bank or Credit Card Accounts](#)

Phone Number: [Set Starting Date and Balances](#)

Fax Number: [Resident Setup](#)

Property Manager: [Management Fees](#): 8.00 %

Email: [Late Fees](#): 10.00 %

[Address](#) [Appliances/Property Items](#): 0 items

Street: [Amenities](#): Amenities setup

City: Year Built:

State: Zip: Parcel #:

County: School District:

Insurance Company:

Policy:

Renewal Date:

EVERYTHING YOU NEED TO MANAGE RENTAL PROPERTY

Property Management

[Search](#)

Recent items

- Property Ashland Rd
- Lease Susan Dilbert
- Property 14 E. Walnut
- Applicant Amanda Withers

For multiunit properties, the unit list is now stored on a separate page, giving you some new unit options as well (see below). You can now record notes associated with an individual unit. View service requests or the current lease for that unit by clicking on the Items/Notes link to view the Unit Detail page.

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Unit

Property: [Ashland Rd](#)

Unit Name: Status:

Market Rent: Unit Type:

Unit Sqft: Lease: [Lease expires 12/31/2009 \(Michelle Warren\)](#)

Building Address: [Service Requests](#)

Appliances and other Items

Type	Purchase Date	Brand
Microwave	2/15/2009	GE

Notes / Reminders

No Notes To Display

The Unit Detail page also allows you to store appliance or other item information about a specific unit. The same feature is available for properties as a whole. You can record warranty information, service contract information, model numbers, and all pertinent purchase information associated with the item.

Appliance / Item assigned to Unit 001,

Item Type:

Description:

Brand: Capital Improvement

Model: Purchase Date:

Serial #: Purchase Price:

Warranty: Replacement Date:

Warranty Expires:

Comments:



QUICK TIPS
Property Cash Summary Report

The Monthly Owner Statement has been improved to provide you with more options. Now you can select to generate the report by owner; the amounts reported will represent that owner's ownership percentage only. Also, when the owner statement is run by owner, the owner deposit and owner payments will only reflect those owner's amounts. If you need to report a property's income and expenses in their entirety, simply choose to run the Owner Statement by property. A new total line has been added to reflect the available balance less owner deposit. This new line only prints if this amount differs from the available balance amount.



INDUSTRY INSIGHTS

What's Not to Love about Electronic Banking?

With Anthony Dominick, Business Development Manager, Smart Payment Solutions

What do tenants love about electronic banking? Tenants love not having to remember to pay their rent. They love not having to deal with their landlords. And they love not looking for stamps and envelopes. So says Anthony Dominick of Smart Payment Solutions.

On average, property management companies report a 10% adoption rate among communities that roll out the ability to pay rent online to their tenants, according to Dominick. However that percentage could be higher with a little marketing from the property manager. While many tenants request electronic payments and the service often sells itself, the typical "save a stamp" or "make your life easier" campaigns aren't enough to "light a fire" and get tenants to make a change. Often a simple incentive such as a drawing for a gift certificate or popular local tickets is the impetus a tenant needs to sign up. It's also wise to promote the service when an apartment is first leased and at renewal time.

Once your payment processing is automated, you'll see the benefits, too. Think of all the hassles that checks bring— the long wait for payments to arrive in the mail, the hassle of processing checks and entering data, trips to the bank, long clearing times, not to mention the occasional bounced check. (According to Federal Reserve Board's statistics on the use of checks in the U.S., 42.5 billion checks are written annually and about 6% of those are returned.) Even reducing these hassles by 10% can be a significant time savings over the course of a year and improve cash flow. What's not to love about that? And tenants will love the convenience, too.

Look for more tips from DIY partners and industry experts in future issues of News You Can Use. You can also visit www.diyresolutions.com/online_rent_payments.htm to learn more about electronic banking.



NEW ON YOUR SCREEN

One-Click "Transfer Unit" Feature

The Delinquency Report has a new option that we hope is helpful in many ways. The new Category Filter can help you address various delinquency issues by allowing you to gather separate past due amounts. If you need to report delinquencies on certain categories only, or if you want to exclude certain categories, you can now easily accomplish this with the category filter. Just select the categories to include and check the Category Filter checkbox.

If you need to clear your category filter, just click the Clear All button on the filter list. We have also added two new reports to the Reports page: a Vendor List and an Owner List. These reports list out basic information on vendors and owners to assist you when a hardcopy list is preferred.

CategoryFilter	
Include	Category
Gross Potential / Tenant Rent	
<input checked="" type="checkbox"/>	Rent
<input type="checkbox"/>	Government Payment
<input type="checkbox"/>	Commercial Rent
<input type="checkbox"/>	Vacancy
<input type="checkbox"/>	Concessions
<input type="checkbox"/>	Bad Debt Write-Off
<input type="checkbox"/>	Collections
<input type="checkbox"/>	Office/Model Rent

Save Clear All Cancel



NEWSLETTER FEEDBACK

Share Your Ideas

News You Can Use is intended to provide you with insightful articles, a first-hand look at our expanding offerings, and tips for optimizing your DIY property management software. Please take a moment to [share your ideas](#) for making this newsletter more valuable to you. Future issues will continue to profile DIY users and integration partners, so [contact us](#) to be considered for this opportunity. Thanks for your feedback!