

Why Hire Property Management Professionals???

The Benefits of Hiring a Property Management Team

- * Saves you time, work, and stress:
- * You don't have to hire someone to clean, paint, or make repairs.
- * You don't have to advertise, take rental calls, and show the property.
- * You don't have to screen applications and be apprehensive about who to pick.
- * You don't have to execute a rental agreement, worry about adding addendums, fill out the move-in inspection report, and deposit money.
- * You don't have tenants calling at all hours of the day and night.
- * You don't have to confront tenants on tough issues like collecting rent or taking better care of the property.
- * You don't have to collect NSF checks.
- * You don't have to serve legal notices or start an eviction.
- * You don't have to schedule and fill out the move-out inspection report.
- * You don't have to mail the tenant's accounting report and refund check.
- * You don't have to start the process all over again.
- * You don't have to worry about the property or be shocked by its condition when you hire a Professional Property Manager.

Property Management Professionals are dedicated to selecting quality tenants and keeping your investment in good repair with minimal cost. They want your real estate investment to be a success not a failure. One last benefit - your leasing and management fees are usually a tax deduction.



The Humboldt Property Management (HPM) staff

How can we help you?

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Landlord/Investors

Spring 2006

Newsletter



Presented by Humboldt Property Management

Management - Leasing - Maintenance

Property of the Month: Eureka Units keep residents

This 15 unit complex was built in 1992. It is a very well maintained multi-level building with some 2-bed, 1-bath & 2-bed, 2-bath units, which feature one-car garages, some having additional storage units. This complex is located in Eureka, and it has had virtually a zero vacancy rate since it's inception. Rents for these units range from \$675.00 to \$750.00 per month.



Thorough screening of applicants eliminates potential headaches

As we approach the busy summer renting season I would like to take some time and remind everyone the importance of doing a thorough screening of all potential tenants.

A little extra time and money spent before an applicant signs a rental agreement can save you many hours and dollars later on if you have to evict a tenant.

There are three specific items you should check on all perspective applicants when processing their application. They are rental history, income, and a credit report.

When verifying rental history you should talk directly with the applicants current and previous landlords. Ask them questions such as was rent paid on time?, did they have any behavioral

problems?, any damage to the property?, if they had pets were they a problem?, would you rent to them again? You should try to get at least three years history.

I n c o m e

and employment should be verified through phone calls or pay check stubs. A good rule of thumb is that the applicant should make at least three times the monthly rent before taxes. This gives them



Carma Day
Associate Property Manager

plenty of money to make the rent payments.

A credit report should be run on each applicant. These will tell you how reliably the perspective tenant pays their bills. It will also show if the tenant has any formal evictions on their record or small claims judgments which many times are from past landlords who they have a balance owing to.

One last note is that if the applicant claims to have not rented because they own their home then the real estate loan will show up on the report thus giving you a history of their housing payments. If you diligently process your applications as outlined above it can save you many potential headaches in the future.



Humboldt Property Management
954 H Street
Arcata, CA 95521

Deliver To:

FEATURED TEAM MEMBER

NORMAN DAY

Norman Day joins Humboldt Property Management as our newest staff member in the position of Maintenance Technician. Norman was born and raised in Humboldt County, graduated from Eureka High School, and he has worked for A&I Roofing and O&M Industries. He is a certified boom lift and platform lift operator, and he holds a General B Contractors License and a Class A Drivers License. Norman's responsibilities include work on-site at our larger commercial, residential and ranch properties and within our Facility Management Division. Norman also acts in a support role and backs up HPM's team of independent contractors and managers during natural disasters and emergencies.



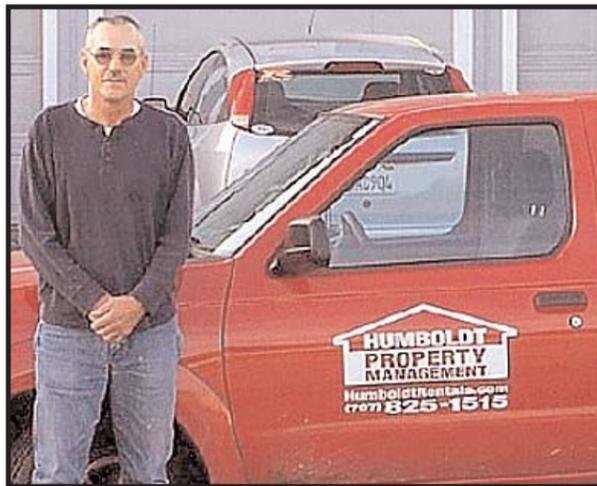
www.humboldtrentals.com

Matheson's Maintenance Tips:

Servicing heating systems can cut natural gas costs for properties

Because of the rise in heating cost, it is very important to have your heating system checked by a qualified service representative each fall. Fans and blower motors should be oiled twice a year unless they have sealed bearings. Belts and pulleys should be inspected for wear and proper tension.

It is important that motors and blowers are kept dust free. Return air filters should be inspected monthly to determine their condition and how often they need to be changed. Clogged filters will not allow enough air to flow past the heat exchanger to ensure proper heating.



Bruce Matheson, Maintenance Coordinator

Call Us

(707) 825-1515

Serving Northern California Since 1962

"The staff at HPM is knowledgeable and competent in handling any situation in the management of my properties. They make themselves available to answer any questions or concerns I may have, and overall, I believe HPM is the best in the business of property management serving our region and would recommend them to anyone who is in the market for a property management company.."

Chet Albin
Eureka, CA

Humboldt Property Management

(A division of Humboldt Realty, Corp)

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OUR LIST IS CONSTANTLY BEING UPDATED AS AVAILABILITY CHANGES. IF WE CURRENTLY DO NOT HAVE ANYTHING WHICH MEETS YOUR SPECIFICATIONS GO TO **NOTIFY ME** AND WE WILL AUTOMATICALLY E-MAIL YOU WHEN A NEW PROPERTY BECOMES AVAILABLE.

PROPERTY MANAGEMENT OFFICE HOURS: MONDAY - FRIDAY 10:00 AM TO 5:00 PM
 ** OUR RENTALS REQUIRE: APPLICATION FROM ALL TENANTS (WITH A \$10.00 NON-REFUNDABLE APPLICATION FEE), SECURITY DEPOSIT, REFERENCES, CREDIT REPORT, ONE YEAR LEASE, NO SMOKING AND NO PETS UNLESS OTHERWISE NOTED BELOW. ALL AVAILABLE DATES SUBJECT TO CURRENT TENANT VACATING PREMISES. ALL UNITS SHOWN BY APPOINTMENT. PLEASE DO NOT DISTURB EXISTING TENANTS.

List Updated 3/22/2006
CURRENTLY AVAILABLE

HOUSES

1301 ANINA WAY A, ARCATA [\(Map\)](#)
 X-Street: WILSON
5 BDRM 4 BATH Rent: \$2,200 Deposit: \$2,300
 STOVE, DISHWASHER, REFRIGERATOR, CARPETING, LAUNDRY HOOKUP, LAWN CARE PROVIDED, FORCED HEATING UNIT, WINDOW COVERINGS
 COMPLETELY REMODELED HOUSE.

[Click For Full-Size Photo.](#)

1139 H, ARCATA [\(Map\)](#)
 X-Street: 11TH
5 BDRM 1 BATH Rent: \$2,000 Deposit: \$2,100
 STOVE, REFRIGERATOR, CARPETING, WATER PAID, NEW PAINT, WINDOW COVERINGS

[Click For Full-Size Photo.](#)

2980 JANES CREEK RD., ARCATA [\(Map\)](#)
 X-Street: ST. LOUIS
3 BDRM 2 BATH Rent: \$1,800 Deposit: \$1,900
 STOVE, DISHWASHER, REFRIGERATOR, GARAGE, DOUBLE GARAGE, LAUNDRY HOOKUP, LAWN CARE PROVIDED, FORCED HEATING UNIT, WINDOW COVERINGS, BALCONY
 NEW CONSTRUCTION, UPGRADES EVERYWHERE, WOOD FLOORS.

[Click For Full-Size Photos.](#)

See Our Website. Updated Daily

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December 20, 2005

Humboldt Property Management
944 H Street
Arcata, CA 95521

RE: Toys for Kids Donation

Dear Matt,

On behalf of the Humboldt Association of Realtors® Toys for Kids Campaign, we would like to thank you for your generous donation of \$500.00. Thanks to your generosity, we were able to give over 6,000 toys and books to local children who otherwise would not have received a present at Christmas.

As your donation is tax deductible, a receipt is enclosed.

We thank you for your support!

Sincerely,

Janice Stewart

Janice Stewart
2005 Toys for Kids Committee Chair

Giving back to the community
Humboldt Property Management
 Serving Northern California since 1962

"Humboldt Property Management has done an excellent job of marketing our rentals and getting them rented in a timely manner to quality tenants. When problems have come up Alan Gunn and his staff have dealt with them in a very efficient and professional manner. We would recommend their services without hesitation to anyone who owns investment properties."

Ed and Elaine Rowan
Costa Mesa, CA

Landlord/Investors Newsletter, Spring 2006 is sponsored by

Please call us, if you would like to advertise in a future issue.

<p style="font-size: x-small;">McKinleyville Home & Garden Center 2197 Central Ave. McKinleyville, CA 95519 Phone: (707) 839-1587 Fax: (707) 839-1586</p> <p>ACE Jack Brow Contractor Sales Manager</p>	<p style="font-size: x-small;">Like Magic - We make tough stains and dirt disappear</p> <p>CARPET WIZARD Jeremy Barone Owner/Certified Technician www.carpetwiz.com 707-443-3801</p>	<p style="font-size: x-small;">Humboldt Home Loans 944 H Street Arcata, CA 95521 Cell: (707) 845-0577 Direct: (707) 269-2334 Fax: (707) 822-9134 Email: jharper@humboldthomeloans.com</p> <p style="text-align: center;">Jody Harper Loan Officer</p>
<p style="font-size: x-small;">1828 CENTRAL AVE • P.O. BOX 2145 • MCKINLEYVILLE, CA 95521 (707) 839-1571 • FAX (707) 839-2563 CONTRACTORS LICENSE NO. 365302 A, B, C13 & C27</p> <p>Miller Farms NURSERY INC. "Grow With Us"</p> <p style="text-align: center;">ROSS MILLER</p>	<p style="font-size: x-small;">Established in 1919</p> <p>McMurray & Sons Roofing Mark Noyes</p> <p style="font-size: x-small;">(707) 599-5908 cell (707) 443-3088 office (707) 445-5790 fax 1818 West Allard P.O. Box 1111 Eureka, CA 95502</p> <p style="font-size: x-small;">CA LIC.# 249538 Or. Reg. # 75780</p>	<p style="font-size: x-small;">Portables & Systems Sales & Service On Site</p> <p style="text-align: center; font-size: 2em;">EUREKA-HUMBOLDT</p> <p style="text-align: center;">FIRE EXTINGUISHER CO., INC</p> <p style="font-size: x-small;">1424 Eleventh Street Arcata, California 95521 Pager 268-9412</p> <p style="font-size: x-small;">(707) 822-2517 FAX (707) 822-1409</p> <p style="text-align: right; font-size: x-small;">BILL DEFOURI Technician</p>
<p style="font-size: x-small;">SAFES - LOCKS - KEYS - ALARMS</p> <p>ABLOY SECURITY LOCKS</p> <p style="text-align: center;">SECURITY LOCK & ALARM</p> <p style="font-size: x-small;">707 443-7226 or 707-443-8106 FAX: 707-443-1988 ALARM TEST: 707-444-9084</p> <p style="font-size: x-small;">SECURITY CONSULTANT</p> <p style="font-size: x-small;">9116 FOURTH STREET FOURTH & V STREET EUREKA, CALIF. 95501</p>	<p style="text-align: right; font-size: x-small;">Terry Long Owner</p> <p style="text-align: center;">Terry's Pumps & Filters Water Systems Specialist</p> <p style="font-size: x-small;">2308 Pine St. Eureka, Ca. 95501</p> <p style="text-align: right; font-size: x-small;">707 443-4466</p>	<p style="text-align: center; font-size: 2em;">EUREKA FENCE CO.</p> <p style="text-align: center; font-size: x-small;">CHAIN LINK AND WOOD SPECIALIST residential and commercial Randy Kohlmeier - Owner</p> <p style="font-size: x-small;">cell (707)496-4419 shop (707) 444-1449 lic.#689853 fax (707) 444-8013</p>