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CLEANING REQUIREMENTS

Capital First Management has a legal obligation to provide a clean and safe environment for all tenants. And as previously discussed, the better the quality home, the better quality tenant the property will attract. For these reasons, we have set guidelines and requirements for the initial condition of each property that we manage.

The standard cleaning guidelines (Cleaning Checklist and Property Inspection under "Sample Documents" each outgoing tenant is required to follow. Of course each property is different so these are just guidelines, but we do required all properties to be professionally cleaned if necessary before we will market and place a tenant.

An inspection of your property will be required prior to marketing the vacancy. This initial inspection has a cost of \$100 to you and will provide a detail list of all existing damages, cleaning issues and maintenance requirements necessary. We will contact you once the inspection report is received and go over any necessary work prior to

completion. We are more than happy to provide this report to you when completed.

We appreciate your understanding in this matter that is sometimes a sensitive situation. Please remember that we have your best interest at heart. Our goal is to provide you with the best tenant and revenue in keeping with our company motto

“COMMITTED TO YOUR INVESTMENT”