MANAGE MY SECTION



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What is Section 8?

The housing choice voucher (HCV) program is the federal government's primary program for assisting very low-income families, the elderly, and persons with disabilities so they can afford decent, decent, safe, and sanitary housing in the private market. Since housing assistance is provided on behalf of the HCV tenant, participants are able to find their own housing, including single-family homes, townhouses and apartments.

Housing choice vouchers are administered locally by public housing agencies (PHAs) that receive federal funds from the U.S. Department of Housing and Urban Development (HUD) to administer the HCV program. This means that the tenant, landlord and PHA all have obligations and responsibilities under the HCV program.





Timely and dependable payments. Compliant landlords will receive timely and dependable housing assistance payments (HAP) each month once the HAP contract and lease are signed.

Receive the full rent. When a tenant's income permanently changes, the portion of rent paid by the Housing Authority is adjusted which provides financial protection to Landlords.

Regular, annual inspections. Routine inspections generally occur around the lease anniversary date and provides an objective check on the condition of the rental. Safety issues are identified for the Landlord to address.

Annual rent increases. Landlords may request a rent increase at the annual anniversary of the Section 8 contract by written notice. This helps keep your rent at market value.

Helps households that need it most. This program helps so many low-income families, disabled people, the elderly, single-parent families, and many veterans.



Section 8 Myths and Facts

MYTH: LANDLORDS CAN'T CHARGE THE SAME RENT AS THEIR NON-SECTION 8 TENANTS.

FACT: Landlords can charge the full market rent for Section 8 tenants. The housing authority will run an analysis and determine if the proposed rent is reasonable and is not higher than comparable units in the same area.

MYTH: SECTION 8 TENANTS ARE PROBLEM TENANTS.

FACT: Actually, Housing Choice Voucher (HCV) tenants are typically long-term tenants, living in a unit for 7-8 years on average. There are no documented statistics showing that HCV participants are any more likely to damage units or not pay rent than are regular tenants. Landlords use their own screening criteria and should screen HCV tenants as they would screen any other tenant to avoid problem tenants.

MYTH: IT IS ALMOST IMPOSSIBLE TO EVICT A SECTION 8 TENANT WHEN THEY VIOLATE THE LEASE.

FACT: HCV tenants are bound by the terms of their rental agreements and are subject to eviction as is any non-Section 8 tenant.

MYTH: IF YOU ACCEPT ONE SECTION 8 TENANT THEN ALL OF YOUR UNITS MUST BE RENTED TO SECTION 8 TENANTS.

FACT: Renting unit(s) to Section 8 tenants does not in itself further obligate you to rent your other homes to Section 8 tenants.

MYTH: THE HOUSING AUTHORITY LEASE DOESN'T COVER ENOUGH

FACT: You can supplement the Housing Authority lease with your own, more stringent lease. In addition to the Housing lease, tenants sign and are required to adhere to the rules and terms outlined in your lease, as well.

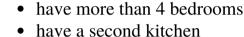


Should my rental be a Section 8?

Not every home should be in the Section 8 program. We recommend Class C homes rather than Class A or B homes - Class A and B properties represent the highest quality rental homes in their market area and are generally newer with top amenities. Class C rentals are a step down and are generally older in less desirable areas that draw lower income tenants. The best homes for the Section 8 program are 3 to 4 bedrooms with 2+ baths, are situated in middle to lower income subdivisions and will cash-flow.

Homes that should not be the Section 8 program:

- the property is a Class A or B home
- is in an HOA community
- has high-end features
- is situated near a several boarded-up homes
- is on an extremely busy street
- the owner is fussy about maintaining the home and performing repairs



- has a pool, water feature, or spa
- is in a remote or high-crime area
- has a fireplace or firepits



Section 8 Inspections

Properties in this program must meet minimum safety and decency standards in order to qualify and stay eligible. Inspectors are specifically looking for issues that affect the health and safety of tenants. All systems must be working, broken or worn out features should also be repaired, and some cosmetic fixes should be addressed.

Just prior to tenancy, an initial inspection is conducted before the tenant can move-in. Once the lease is executed, the rental unit will be inspected annually. For a new tenant, we conduct a 90day inspection, and if all is well, only Housing inspections will be performed thereafter unless a drive-by or complaint triggers another closer look.

Our goal is to pass inspections the first time to eliminate long vacancies and rent abatement.



Pricing and Services

Services and Pricing Subject to Change Without Notice

\$500 each \$100 each \$1000 each bldg

\$35 \$50 \$25 \$125 / year Market \$125 / tax id Market 10% \$350 + costs \$20 per month \$10 / utility / bill \$175 \$10 per bid

Management Fee (while occupied)	\$100 / mo	Repair Reserves (10 or less properties)	\$500 each
Tenant Procurement & Advertising	\$500	Repair Reserves (10+ properties)	\$100 each
Lease Renewal Fee	\$500	Repair Reserves (multi-family bldgs)	\$1000 each blo
ACCOUNT SETUP	,	PROFESSIONAL MANA	GEMENT
Transfer Housing Account	\$50	Verify and process rents	
Register new owner with Housing	\$50	Collect tenant portions	√
	·	Process owner distributions	\checkmark
TENANT PROCUREMENT and ADVERTISING		Maintain ledgers and balances	\checkmark
Rental Analysis	√	Enforce lease / address complaints	\checkmark
Pre-leasing Inspection	\checkmark	Coordinate and handle repairs	\checkmark
Identify rent-ready issues	\checkmark	Conduct move-out	\checkmark
Install Smart Locks	\$25 + hardware	Distribute security deposit	\checkmark
Photograph for listings	\checkmark	Monthly statements (portal)	\checkmark
Advertising and Listings	\checkmark	1099 & YE statements (portal)	\checkmark
Self-showing lockbox	\$25 / box		
Agent showings	\$25 / showing	ADDITIONAL SERVICES as needed/desired	
Open house	\checkmark	Apply for rent increases	\$35
Broom clean while listed	\checkmark	Drive-by 2 times per year minimum	\$50
Screen applicants	\checkmark	Drive-by (upon request/ as needed}	\$25
	·	HVAC filter delivery	\$125 / year
TENANT MOVE IN		HVAC seasonal service	Market
Process RTA	√	1099 & statements (emailed or mailed)	\$125 / tax id
Negotiate rent with Housing	\checkmark	Pest control / lawn maintenance	Market
Write and execute leases	\checkmark	Maintenance and repair upcharge	10%
Finalize and secure tenant	\checkmark	Evictions	\$350 + costs
Coordinate Housing inspection	\$50	Owner liability insurance (\$1m)	\$20 per month
Perform move-in	\checkmark	Utilities management	\$10 / utility / bi
Collect deposits and fees	\checkmark	Full internal inspection	\$175
Set up portals	\checkmark	Bids	\$10 per bid

Repair Reserve due at signing through portal / Smart Locks are on-time charge for each exterior door Ask if you don't see the service you need





We handle only Section 8 properties We have over 10 years experience with Section 8 We participate in all metro Atlanta Housing Authorities We have our own maintenance crew to respond quickly We protect your property with drive-bys and inspections Our goal is to pass Housing inspections the first time We supplement Housing's lease with our stringent lease

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