



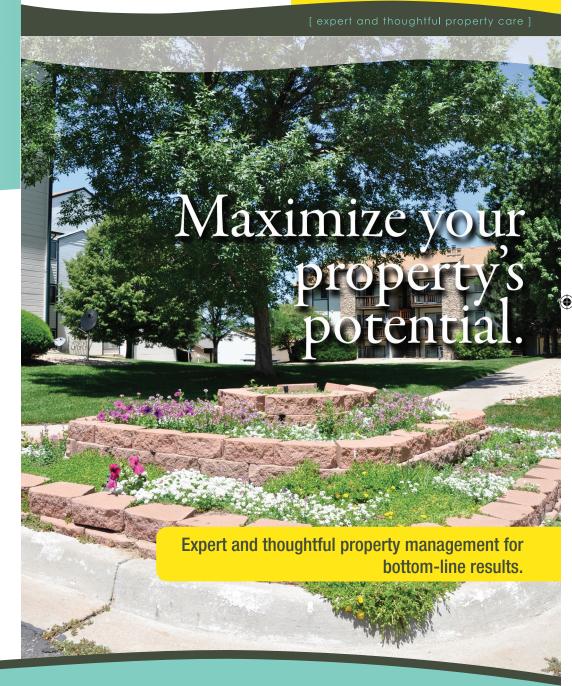


[ expert and thoughtful property care ]

303-860-7885

www.ross-management.com





### **V**

# The difference is in the details.

## Right people, right tools.

Unsurpassed care for owners and their properties, residents and their homes and employees and their careers. That's our commitment – every day.

Our expert property management team uses leading property management accounting software. The right people, the right tools. That means bottom-line results for you.

When you engage with us for property management services, you get unsurpassed care in all facets of your business.







#### **Accounting Services**

- ♣ Annual Budget Preparation
- → Bill Payment
- → Bonding
- → Payroll
- → Tax Returns
- → Monthly Financial Package
- ├ Year-End Financial Report

#### **Administrative Services**

- ├ Records/Files Maintenance
- ├ Contract
- ☆ Inventory
- → Personnel
- → Insurance
- ♣ Specification/Bid Preparation
- → Municipality Liaison
- 🕆 Legal Liaison
- → Planning

#### **Maintenance Services**

- 7 Property Visits
- ₹ Outside Contractors

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