

## Managed Property Benefits

- Official body for housing on behalf of national organization
- 50% Discount on insurance coverage for the chapter's housed surcharge fee
- Professional Staff Commitment:
  - Bi-weekly phone calls with House Manager & mentorship
  - Use of forms & resources to manage facility
  - Provide advice & best practices regarding the facility, brotherhood, recruitment and more.
  - Property Visit travel at least 1 to 2 times a year
- Tenant and Lease management via Buildium – executed online leases, setting up billing and rent collection
  - Food service company contracting, and meal plan billing if applicable to property.
- Facility Property Management:
  - Provided House & Cleaning Supplies as fitting for the property needs and budget availability
  - Provide contract cleaning services, if applicable
  - Manage vendor relationships (i.e. solicit, schedule, pay)
  - Utilities (i.e. gas/electric, waste, cable/internet, grounds keeping & landscape, water & sewer, pest control)
  - Additional Property Liability Insurance Coverage
- Coordinate routine maintenance of major house systems
- House Manager Training:
  - Webb Academy Attendance Track
  - Semesterly all House Manager conference calls
  - Bi-Monthly property safety inspections
  - House Manager Credit Card purchase access
  - Point person for house work-orders/maintenance requests
  - Potential of \$500 rent credit for successful performance review
- Branding items & furniture/fixture purchased exclusive to WPN properties as fitting for the property needs and budget availability
- Advocate on behalf of the chapter with the university
- Communications Resources- WPN Press Releases and materials shared with the chapter
- House Fund contribution management