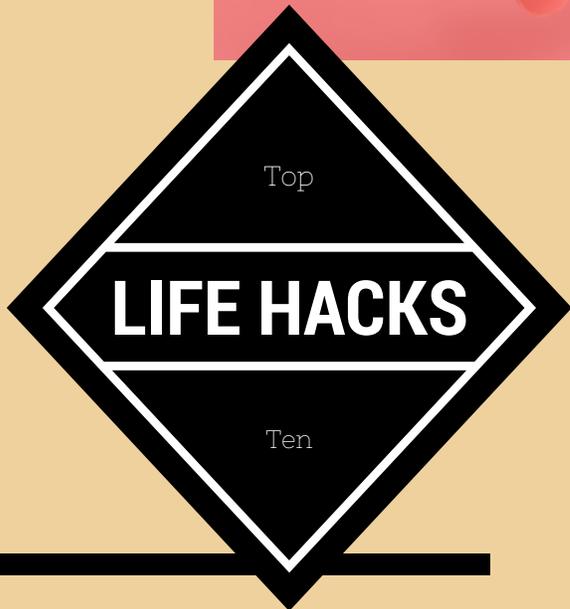


# Top 10

# Property Management



BROUGHT TO YOU BY



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[WWW.HANDSOFSUPPORT.COM](http://WWW.HANDSOFSUPPORT.COM)

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**1**

## SAVE HASSLE

Doing a thorough reference and credit check on a potential tenant can save you the hassle of sending repeated warning or notices down the road. Make sure that your business processes happen at the right time to save time.

**2**

## REMOVE MARKER

Walls - Use Toothpaste or Hairspray  
Wood - Use Rubbing Alcohol  
Carpet - Use White Vinegar  
Ceramic or Glass - Use 1 Part Toothpaste with 1 Part Baking Soda



**3**

## CLEAN SHOWER HEADS

Fill a ziplock bag with vinegar, sprinkle in some baking soda, then secure that over your shower head or kitchen faucet with a rubber band, wait 1-2 hours, and remove for an unclogged, clean shower head.



**4**

## TENANT RETENTION

Keep your tenants longer by showing a little appreciation. "Refresh Yourself and Refresh your Lease"



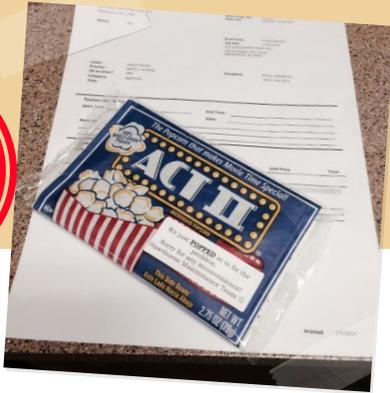
5



## KEEP KEYS ORGANIZED

In order to keep your keys straight consider using fingernail polish to paint them each a different color.

6



## A LITTLE KINDNESS.. GOES A LONG WAY

"We just POPPED in to fix the problem. Sorry for any inconvenience."

Let your tenants know you respect their time and privacy.

## CLEAN GROUT

If you have a place that you just can't get clean then here is the magic solution you've been looking for. Place Baking Soda on the groat and then spray on Vinegar and let the fizz do the work. Be sure not to let it settle too long before cleaning it up. Works for stinky sinks too!

7



8

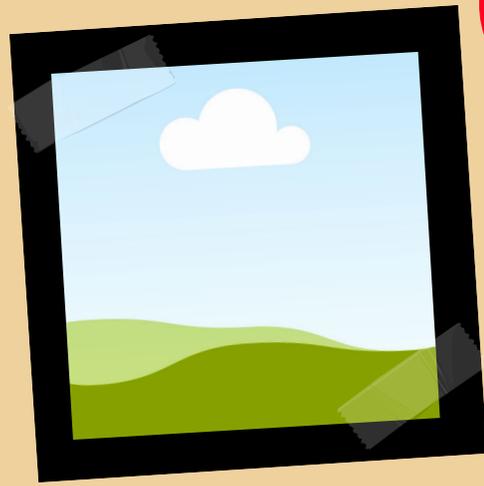


## NEW WAY TO ORGANIZE

Label binder clips to find things easier and more quickly.

## MOLD INHIBITOR

9



Make a thick paste of borax and water, and smear it on the moldy area. Let the paste sit until it dries, or at least overnight. Sweep up the powder, and rinse the area clean.

10

## HIRE MANAGED

### TECH SERVICES

Managed Services is the practice of outsourcing day-to-day IT management and computer network technical support as a cost-effective method for improving business operations, instead of having a full-time on-staff IT personnel.



**Hands of Support** has developed a program that is ideal for those businesses who:

- Rely on their computer network, e-mail, database, and Internet access to properly support their daily business processes.
- Do not have sufficient staff or time to formally deal with proper computer network maintenance, updates and repairs.
- Want to pay one monthly flat fee for services to maintain their computer network environment

Your business can get a boost in operations when your computer systems are running fast, secure and on the budget.