

RKM PROPERTY MANAGEMENT

We are a full service property management company providing assistance with your property needs. Whether you require weekly inspections, property maintenance, association management, or project management, RKM is here for you.



Call us today and inquire about our different management packages

**Phone: (508) 487-1621
(800) 487-1631**

Visit us online at:
www.rkmpropertymanagement.com

Insured



PO Box 1021
Provincetown, MA 02657



**Provincetown's Full Service
Property Management
Company**



We Care So You Can Relax!

OUR MISSION

Responsiveness, communication, and superior service. That is what you get with RKM. Our core mission is to provide stewardship and treat your property as if it were our own, leaving you at ease to enjoy your time knowing your property is being cared for by the best.

Let RKM Property Management handle the worries while you enjoy the town you love.

RKM PROPERTY WATCH PACKAGES

STANDARD

- ◆ Two site visits per month
- ◆ Full report provided monthly via email
- ◆ Updated photos as needed/requested

DELUXE

- ◆ One site visit per week for months of December, January, February, and March
- ◆ Two site visits per month for any additional months chosen
- ◆ Full report provided monthly via email
- ◆ Updated photos as needed/requested

PREMIUM

- ◆ One site visit per week
- ◆ One alarm response per contract at no extra charge
- ◆ Full report provided monthly via email
- ◆ Updated photos as needed/requested
- ◆ Free after storm inspection

*Customized packages available

SERVICES

PHYSICAL PROPERTY MANAGEMENT

- ◆ Direct recurring services
- ◆ Perform regular inspections
- ◆ Process/oversee requests for repairs or maintenance
- ◆ Advise client of any major trends with contracted service

PROPERTY WATCH

- ◆ Site visits
- ◆ After storm inspection
- ◆ Monthly report

*see watch packages

FINANCIAL MANAGEMENT

- ◆ Home & Condominium Associations
- ◆ Property summary
- ◆ Bill payment, association monthly fee collection
- ◆ Cash receipts/Cash disbursements posting register
- ◆ Financial statements/General ledger
- ◆ Delinquency reports

LEASE COORDINATION

- ◆ Oversee owner-managed listings
- ◆ Coordinate cleaning services

PROJECT MANAGEMENT

- ◆ Vendor management services
- ◆ Manage small and large projects

