



Kelly Davies, RPA, Realtor
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About Me

I am an experienced real estate professional with a passion for providing exemplary customer service to each and every person I work with. No one is a number; ever. I was born and raised in the Fox Valley area, and graduated with a business degree from Roosevelt University, Chicago, IL. I went on to obtain the RPA (Real Property Administrator) Designation from BOMI International. This designation is the highest in the property management industry. Additionally, I hold active real estate licenses in both Illinois and Wisconsin.

Looking For Someone To Manage Your Property?

I provide highly personalized and detailed property management service. As I previously stated, I hold an RPA Designation. Only about 3,500 people nationwide hold this distinction. I have a deep understanding of how to maintain and add value to your property, and keep revenues and occupancies at their highest. My overall goal is to enhance the value of your asset through proper and strategic decision making.

Scope of Management Services

- Aggressively advertise a property owner's vacant unit/home to get it rented efficiently & lower/eliminate gap in revenue
- Show unit/home to potential renters
- Perform credit & background checks
- Initiate lease contract
- Monitor and process lease renewals
- Enforce rules of the lease agreement/contract
- Handle the eviction process when necessary (this requires the hiring and working with of an attorney at property owner's expense)
- Rent collections
- Deposit rents in a timely manner
- Act as the point of communication between tenants and property owner
- Monitor security, safety, and upkeep of the premises on a regular basis
- Stay abreast of landlord, tenant and fair housing laws through education
- Keep operating expenses at a minimum
- Hire licensed contractors (I have several that I can recommend) for maintenance issues / repair work as needed & approved by property owner)

Contact me TODAY to discuss your property management needs! I can cater my services to fit just about anything you're looking for!!