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Introduction

Investors and landlords are as diverse and varied as their properties. Some property owners have large portfolios that include everything from single family homes to small apartment buildings and even commercial properties. Other property owners became landlords when they decide to rent out the home that they move out of temporarily or when someone leaves them with a piece of property.

Whatever your situation, it can be a bit scary to find yourself suddenly responsible for a piece of property that's worth hundreds of thousands of dollars. It's natural to worry about the type of tenants you'll rent it to, and whether you'll make any money on it or not. Understanding the basics of property management will help you be a good landlord.

A successful property owner will know the landlord and tenant laws and understand the best practices that ensure you place great tenants and get your rent paid on time every month. You need to know how to prepare your property for the rental market and what to do to advertise it so it attracts the attention of high quality renters. You also need to know how to identify those renters – what you need to look for when applications are turned in and the screening process begins.

The Northern Virginia rental market is unique in a lot of ways. There are all sorts of properties here, from condos to townhomes and single-family homes. The best way to succeed as a landlord and investor is to understand the

market well and respond to what good tenants are seeking when they look for a rental home.

In this book, we will introduce you to the basics of being a landlord. We'll help you succeed by explaining what you need to do to prepare your property and how you can find a good tenant with proper marketing and screening. We will explain what your responsibilities are and what your tenant's responsibilities are when it comes to taking care of your home.

We'll also introduce you to our company. At JT Management Group, we have been studying and working with Northern Virginia rental properties for many years. We are prepared to help you navigate the Ashburn rental market and we're here to answer any additional questions you may have.

Chapter 1 Making a Home Rent Ready

Before you even begin marketing your property or showing it to prospective tenants, you need to ensure your house shows well. You can get your property ready for the rental market with these simple steps.



For the video, go to: https://youtu.be/RU-A4X8kktE

Perform a Detailed Walk Through

Step one of getting your Ashburn rental property ready for the market is to perform a thorough walk through inspecting the inside and outside. You want the property to look and smell clean both inside and out.

Some typical interior items that need to be addressed are de-cluttering the property and de-personalizing the property. If you have any bold or bright colors painted on the walls, it's a good idea to neutralize those. If the carpets are dirty, clean the carpets. All utility systems should be checked and relevant filters changed. The entire house needs to be cleaned and maintained until it is rented

Pay Attention to Curb Appeal

Your property's curb appeal is essential since it's the first impression you will give to potential Ashburn tenants. Typical exterior items to note include moving the lawn, power washing the patio, deck, and house, and trimming any vegetation near the house.

If you have plants around the property, make them as maintenance-free as possible for your tenants. Any cracked or peeling paint should be repaired and repainted. You also want to clean the gutters.

Provide the Perfect Home

At JT Management Group, once the walk-through is completed, we provide the owners with a to-do list called "The Perfect Home."

These are all the things that need to be completed prior to placing the property on the market for rent. Knowing that not everyone has the time or skill sets to perform repairs, we are happy to provide a list of our preferred vendors as well. These are contractors we work with regularly who can get the work done in a timely, efficient, and costeffective manner.

Once all the work has been completed, we return to do a final walk through and make sure all repairs and cleaning have been done professionally and correctly. If you want to rent your property without the help of a professional management company, ask an objective friend to walk through the property and bring up any defects that you may have missed.

Paying attention to these details before you place your property on the rental market will ensure it rents quickly, and to high quality tenants. You don't want to rush the process or provide a property that isn't quite ready. That will turn off your best tenants, and cause a delay in the rental process.

Chapter 2 **Marketing your Rental Property**

To rent your property quickly and at the highest possible rent, you want to be sure your house shows well to prospective tenants – on the internet and in person. Your marketing plan must include online advertising, a social media presence, advertising on real estate websites, and additional internet marketing. Once you get a prospective tenant's attention, showings become important. Here are the steps to a smart marketing plan.



For the video, go to: https://youtu.be/DDe7OvZ3eYE

Showing Your Ashburn Property

A detailed walk through begins outside the property to make sure there's curb appeal. Inspect the front door, windows, and the entire exterior to make sure everything is in good condition. Inside, you want to inspect each

room and make sure the paint and the carpet are in good shape. Take the time to go into the kitchen and look at the cabinets, drawers, and appliances. Everything should be functional

If there are any issues or problems, make a note of those necessary repairs and get them taken care of right away. Your intent is to list a property and provide a home that a prospective tenant can fall in love with.

Professional Pictures and Video

Once you know your property is show-ready, take professional pictures and videos to advertise the home. When we photograph a property, we take hundreds of pictures of the interior and exterior, from a multitude of angles. The best 30 to 40 pictures can be downloaded and used online. You can even use the images to create a slideshow video.

Equally important is a detailed description of the property that highlights what sets your home apart from the other properties a prospective tenant may be seeing. This might include upgrades such as stainless steel appliances and a finished basement, the location of the property such as near highways and schools, or anything that will entice potential renters to see the property.

Advertise for Ashburn Tenants

At JT Management Group, we utilize an enhanced MLS which allows us to take full advantage of technological tools. We provide a detailed description using every allowed character and include 30 pictures. We use ListHub to propagate the information out to the internet.

Your goal here is to provide maximum exposure so the largest number of possible tenants who are renting Ashburn property can find your home. When you work with a professional management company like ours, you

also have access to REALTORS® who can help their clients see your listing on the MLS. It's important to minimize the amount of time the property is vacant.

Post listings on your website, if you have one, your Facebook page, and the pages of any targeted local social media groups. You can even create a Facebook page specific to your rental property and invite friends to share it. There are numerous ways to advertise, but we recommend sticking to what you know or utilizing the help of experts.

Chapter 3 **Finding Great Tenants**

Once your Ashburn property is prepared for the rental market and you have made it attractive to renters and advertised it, you will have some prospective tenants interested. The next step in being a successful landlord is tenant screening.

You need to screen all your tenants to confirm that they will be good renters who take care of your home and pay the rent on time. Your screening process has to be welldocumented and thorough. All prospective Ashburn tenants should fill out a rental application and provide you with a copy of their photo ID and an authorization to run a credit and criminal background check.



For the video, go to: https://youtu.be/Plf9tdEFMjQ

You should run the following screenings on any prospective tenant over the age of 18:

Credit History

Typically, a person with very good or excellent credit will make the most qualified tenant for your Ashburn rental property. In checking credit, make sure there are no outstanding debts, judgments, or collection activities from utility companies or former landlords in past rentals.

Criminal Background

Be sure to run a thorough criminal check on each applicant. When you're renting out a property, you don't want to hand over your keys to someone with a history of violent felonies.

Background Check

In addition to a criminal and a credit check, gather additional information through a background check. This should include a detailed employment history for the last five years and favorable references from any past landlords. When you speak to landlords, you should inquire as to how much the rent was, if the tenants paid on time, and if they left the property in good condition.

Income Verification

Any prospective tenants should make a combined annual salary of 40 times the monthly rent. This will ensure your tenants will be able to pay the rent on time every month and cover any other bills and expenses.

Establish Rental Criteria

Accept only the applicants who meet all your criteria, and apply that criteria consistently to every application you screen. You cannot discriminate on the basis of race, color, religion, sex, national origin, disability, age, or

familial status. The fair housing laws are always changing and becoming more complex. You want to make sure you are compliant with all your federal, state, and local requirements.

Finding good tenants does not have to be difficult, but you do need to know what to look for when you're screening. A fair, consistent process will help you stay organized and identify the people who will make your most reliable renters.

Chapter 4 **Landlord and Tenant Responsibilities**

One of the most common questions landlords like you ask is: who is responsible for what when it comes to maintaining a rental property? As a landlord in the Northern Virginia area, it's important to know what you are accountable for and what the tenant is accountable for throughout the duration of the lease.



For the video, go here: https://youtu.be/zoqO-VwpT3I

Identifying Landlord Responsibilities

The landlord is responsible for the actual structure of the property, including its interior, and the systems attached to the house. You need to provide and maintain essential things such as the HVAC systems, appliances, pipes, etc. The only exception to this requirement is if the tenant damages any of these items with neglect or misuse. For example, prior to winter in Northern Virginia, the exterior hose bibs need to be winterized from inside the property to avoid frozen pipes bursting inside the walls of the house causing flooding. If the tenant was informed of this in writing and did not winterize them, you can hold your tenant liable for any damage to the property.

Identifying Tenant Responsibilities

For the exterior of the home, the tenant is responsible for maintaining the yard. This includes moving the lawn and trimming or pruning any bushes and shrubs.

Inside the home, the tenant is responsible for all of their personal belongings and for returning the property in the same condition that it was given to them, with the exception of normal wear and tear.

Lease Requirements

As a landlord renting out your property, you can specify certain conditions when you're creating the lease. For example, you can require that before a tenant moves out, all of the walls need to be touched up with paint, and holes from pictures need to be patched. If rooms were painted, you can require that they are returned to their original color.

Professional cleaning of the house and carpets can also be required, and you can ask for receipts to prove the work was done. Ashburn tenants are typically responsible for paying all the utilities, and you should ask for proof of renter's insurance before your tenants move in.

The best way to keep track of who is responsible for which items is by including everything in the lease. When you have it all in writing, it's easy to refer to and you can be sure you and your tenants are on the same page. Discuss these expectations before they move in, and you'll have a lower chance of being involved in tenant disputes when something needs to be fixed, cleaned, or maintained.

Chapter 5 **Work with JT Management Group**

When you decide to work with a professional property management company, you can expect you're your rental home will be protected, maintained, and profitable. There are a lot of property management choices, and we hope you'll consider us.



For the video, go to: https://youtu.be/Q4DfhF0vf3c

JT Management Group is a full service residential and commercial firm providing property management in Ashburn and the entire Northern Virginia area. We are a family owned and operated company, and we've been in the Northern Virginia market since 2005.

Our experience includes renting Ashburn property as well as serving areas such as Loudon, Fairfax, Arlington, Alexandria, and Prince William counties, just to name a few.

Tony Feijoo is our managing broker, and Jacki Feijoo, is our property manager.

The Personal Landlord Experience

We have owned our own rental properties since the 1980s, and we know what it's like to be the landlord who isn't close by and able to manage the property on a dayto-day basis. That experience has had a big impact in how we do business today. Whether you are in the military and stationed overseas or just too far away from your rental property, we welcome the opportunity to assist you with your single-family home, condo, or townhome.

Providing Peace of Mind

Our goal is to treat each rental property as if it were our own. We want to take away any stress and anxiety that your rental property may be causing. We can provide you and your tenants with immediate access to us when something breaks or there's a problem. You'll always have the peace of mind that we can handle anything that happens at your property.

Property Management Reputation

Every client is important to us. There's no getting bounced around from department to department when you call us; the chances are good that you'll always talk to one of the owners.

Over 90 percent of our clients are referrals from past customers who hired us to take care of their Ashburn rental property. Take the time to look at our testimonials and reviews to see what past clients have to say about what it's like to work with us.

We are always happy to talk about your property, your investment needs, and what we can do to make this a more successful and profitable experience for you. Contact us at JT Management Group, and we'll tell you more about our services and how to be a great landlord in Northern Virginia.

Conclusion

We have shared some of the initial things you'll need to know when you begin to rent out a property in Ashburn and the surrounding Northern Virginia communities. There's a lot to consider, and this is only the start.

As an investor and a landlord, your goal is to provide a safe and habitable living environment for great tenants. You also want to earn money, enjoy tax benefits, and allow your asset to increase in value so you can build wealth for the future. This is all within reach when you know what you're doing and you're confident with the performance of your rental property.

In this book, we've told you how to prepare your property, market it, and find good tenants who will pay rent and help you maintain it. We've also talked about how to decide which things the landlord is responsible for and which things the tenant is responsible for managing. These are excellent things to know, and you probably have some great follow-up questions.

Contact us at JT Management Group to get those answers. If you read the introduction to our company in Chapter 5, you know that we have personal experience with rental property. We know the challenges and the worries of landlords and property owners. We're here to make the process easier and more efficient on you.