

Introduction

Prospect Leasing & Management is a licensed Pennsylvania real estate limited liability company. We provide leasing and management services for the owners of multi-family residential and light commercial investment properties located throughout Lancaster County and in the Eastern part of York County. Our office is centrally located at Silver Spring Center in West Hempfield Township, Lancaster County.

Our portfolio of over 400 residential units and 40,000 square feet of commercial space consists of about 15 medium sized communities as well as additional smaller apartment buildings and individual townhouses.

Prospect Leasing and Management is owned and operated by investors who found it necessary to develop a business model that would provide stable, long-term, and effective leasing and management of their own investment properties.

The implementation of our business model has been carried over to provide the same high level of services to meet the needs of our clients on a very personal level.



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“A Full Service Property
Management Company”

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Leasing Service

Our Leasing Service begins with a comprehensive advertising strategy that exposes our rental listings to the widest audience of prospective renters.

We use a combination of on-site signage, print advertising and on-line advertising:

On-site Signage

- Temporary yard signs
- Permanent community signs

Print Advertising

- Newspapers
- Yellow Pages
- Apartment Finder*

On-line Advertising

- Website
- Search Engines
- Apartment Finder.com*
- LoopNet.com*

After reaching our target audience, we carry-out our applicant screening process to ensure the placement of well-qualified candidates.

The leasing process is completed when we execute our well-developed and proven lease contract with the selected applicants.

*Only used for select properties.

Management Service

Our Management Service attends to the daily, on-going activities of our client's property and provides them with regular and accurate reports.

We handle tenant issues that may arise in a professional manner keeping in mind the best interest of our clients:

- Lease violations
- Maintenance requests
- Renewals
- Inspections
- Move-outs

We work with qualified and insured contractors to schedule and oversee routine property maintenance as well as sudden and emergency maintenance:

- Lawn care
- Snow removal
- HVAC
- Plumbing
- Electrical
- General

We receive all payments for our client's income producing property:

- Rents
- Utility reimbursement
- CAM fees
- Security Deposits

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We make regular payments associated with the expenses of each property:

- Taxes
- Insurance
- Utilities
- Maintenance
- Debt Service*

We keep accurate accounting records and provide monthly reporting of activity in a clear and concise manner that is also tailored for easy year-end tax reporting:

- Income & Expense statement
- Detailed Bank activity
- Rent Roll analysis

We operate our client's property in compliance with any applicable codes and laws:

- Fair Housing
- Landlord/Tenant Law
- Local Rental Property codes

We allow our client's to focus on their other daily obligations without the stress that can sometimes be associated with owning an investment property:

- Family time
- Professional obligations

*Only available for select properties.