

Best Life Property Management



Owner's Price List

Monthly Management Fee — 7.8% of Gross Monthly Rent

\$150 minimum monthly management fee

The monthly management fee is equal to 7.8% of Gross Monthly Rent collected by Best Life Property Management or the applicable minimum monthly management fee, whichever is greater.

For purposes of the management fee, Gross Monthly Rent includes recurring rent charged for occupancy of the property, including base rent and recurring pet rent. It does not include utility charges or reimbursements, security deposits, damages, or tenant fees retained by Best Life Property Management.

For the first or final calendar month of a tenancy only, the minimum management fee is reduced to \$75 when the tenancy is in effect for 14 calendar days or fewer. If the tenancy is in effect for 15 calendar days or more during the first or final month, the regular \$150 minimum applies.

The applicable minimum management fee is earned during each month in which the property is subject to a tenancy, regardless of tenant nonpayment, partial payment, or delinquency. Owner-authorized rent credits, waivers, forgiveness, or concessions are treated as rent collected solely for purposes of calculating the management fee.

Monthly management services generally include:

- Rent collection and routine rent-payment reminders
- Routine tenant communications
- Payment of authorized property bills and expenses
- Routine maintenance and repair coordination
- One annual property inspection
- Bookkeeping and accounting

- Monthly owner disbursements
- Access to the online Owner Portal
- Emergency after-hours contact

Services outside the scope of routine monthly management may be subject to additional fees as described in this Price List.

New Client Set-Up / Onboarding Fee — \$90

One-time fee for onboarding a new management client and property. Existing management clients may generally add additional rental properties without an additional onboarding fee.

New Tenant Placement Fee — 40% of One Month's Rent**\$650 minimum**

For properties receiving ongoing monthly management, the tenant placement fee is 40% of one month's rent for each new lease executed, calculated using the highest monthly rent under the lease, with a \$650 minimum.

Tenant placement services generally include:

- Marketing and advertising
- Professional property photography and, when appropriate, a 360-degree virtual tour
- Advertising through applicable major rental listing platforms
- Applicant screening and qualification
- Property showing coordination
- Lease preparation and execution
- Move-in coordination

Standalone Tenant Placement — One Full Month's Rent

For tenant placement services without ongoing monthly property management, the placement fee is equal to one full month's rent based on the executed lease amount.

If an owner receives Best Life's discounted placement fee in connection with ongoing management but terminates management before the earlier of 90 days following tenant move-in or completion of the initial lease term, the placement service will be reclassified

as a standalone placement service and the difference between the placement fee already paid and one full month's rent will become due.

Vacancy — No Monthly Management Fee

No monthly management fee is charged for a calendar month in which the property is vacant for the entire month and is not subject to a tenancy.

A property subject to an existing tenancy is not considered vacant solely because a tenant fails to pay rent.

Lease Renewal & Rent Increase Services — \$150

The \$150 fee covers the preparation, administration, and coordination of a lease renewal, rent increase notice, or other renewal-period tenancy offer or adjustment, as applicable. Services may include market analysis, consultation with the owner regarding renewal and rent options, preparation and delivery of the applicable renewal offer and/or rent increase notice, and related communications with the owner and tenant.

The fee is earned upon preparation and delivery of the applicable renewal offer, rent increase notice, or other tenancy offer or adjustment and applies regardless of whether the tenant ultimately renews, accepts or rejects an offered fixed term, continues on a month-to-month basis, vacates, or otherwise responds to the offer or notice.

Property Inspections

One annual property inspection — Included

One annual property inspection is included with ongoing monthly management.

Additional Property Inspection — \$150 per inspection

Additional inspections requested by the owner or performed due to tenant noncompliance, lease violations, maintenance concerns, follow-up verification, or other circumstances reasonably requiring an additional inspection are billed separately.

Eviction, Termination & Enforcement Assistance — \$150 per hour

One-hour minimum

Routine tenant communications, including ordinary rent-payment reminders, balance-due notifications, and lease-violation communications, are generally included with monthly management.

Formal termination, eviction, enforcement, or legal proceedings may involve additional costs, including attorney fees, process-server fees, court costs, filing fees, sheriff fees, and other third-party expenses, all of which are the responsibility of the property owner.

When Best Life provides additional administrative support, coordination, document assistance, communications with legal counsel or other third parties, scheduling, on-site field presence, or similar assistance in connection with an eviction, termination, or enforcement matter, those services may be billed at \$150 per hour with a one-hour minimum.

Best Life retains discretion regarding whether and to what extent it will provide assistance in connection with an eviction, termination, or enforcement matter.

Initial Placement Cancellation Fee

Termination of a Property Management Agreement does not ordinarily result in a separate termination charge beyond fees and expenses already earned or incurred.

However, if an owner terminates the Property Management Agreement after execution but before Best Life has had the opportunity to place the initial tenant, the owner will be charged **\$650 or 35% of the first month's advertised rent, whichever is greater.**

If the property has not yet been advertised, the fee will be calculated using the agreed-upon listing rent or Best Life's determination of fair market rent.

Other amounts already earned or incurred, including any applicable tenant-placement fee adjustment, remain payable upon termination.

Routine Maintenance & Repair Coordination — Included

Routine maintenance and repair coordination performed as part of ordinary property management is included in the monthly management fee. This generally includes receiving and reviewing tenant maintenance requests, communicating with tenants and vendors, dispatching appropriate vendors, scheduling ordinary repair work, and facilitating communication regarding repair status and completion.

Best Life may utilize Best Life Repairs or qualified third-party vendors depending on the nature of the work. Vendor labor, materials, parts, service-call charges, and other repair expenses are billed separately to the property owner.

Maintenance or repair matters requiring substantial project oversight, multiple vendors, multiple bids, home-warranty coordination, or other services outside the scope of routine management may be subject to an additional Project Management & Coordination Fee.

Best Life Repairs — Oregon CCB #246705

Maintenance Portal — Included

Residents may submit maintenance requests through the Best Life resident portal. Best Life reviews and coordinates routine maintenance requests as part of ordinary monthly management and communicates with residents, owners, and vendors as appropriate throughout the repair process.

Third-party vendor charges and Best Life Repairs labor, materials, and other applicable repair costs are separate from the monthly management fee.

Project Management & Coordination — 10% Project Fee

A **10% project management and coordination fee** may apply to capital improvements, substantial repairs, or other projects requiring services beyond routine maintenance coordination, including projects involving multiple vendors, multiple bids, home-warranty providers, substantial scheduling or oversight, or other significant coordination.

This fee compensates Best Life for project oversight and coordination services associated with planning, vendor communications, scheduling, estimates and bids, progress monitoring, administrative work, and related project-management services.

Best Life retains sole discretion to determine whether a project falls outside the scope of routine maintenance coordination and whether Best Life will accept or continue project oversight or coordination.

Make-Ready Coordination — Up to 15%–20%

When a property requires turnover services, cleaning, repairs, maintenance, safety work, or other corrective work before it meets Best Life's standards for marketing or occupancy, Best Life may elect to provide make-ready coordination services.

The applicable coordination fee may be:

- **Up to 15%** of total make-ready costs when total make-ready costs are \$2,500 or less.
- **Up to 20%** of total make-ready costs when total make-ready costs exceed \$2,500.

The applicable fee within these limits will depend upon the nature and extent of the coordination services required. Best Life retains discretion to accept or decline make-ready coordination services.

Insurance Claim Coordination — 10%

Routine property management does **not** include the administration or coordination of property insurance claims.

If Best Life agrees to assist with an insurance claim, the coordination fee is 10% of the total insurance-funded restoration or repair costs, unless otherwise agreed in writing.

Insurance claim coordination may include communications with insurance carriers, adjusters, mitigation companies, restoration contractors, engineers, inspectors, and other third parties; obtaining estimates; scheduling inspections and work; documenting damages; reviewing repair progress; and related project-management and administrative services.

Best Life retains sole discretion to accept, decline, or discontinue insurance claim coordination services.

Utility Bill-Back Processing — Third Party Cost Plus \$15 per Utility Bill, per Month

When Best Life administers, allocates, processes, or bills a property utility charge back to residents, the owner is responsible for any actual third-party costs associated with the utility billing or allocation service, plus a \$15 utility bill-back processing fee per utility bill, per unit, per month.

For utilities shared among multiple rental units, the \$15 processing fee applies separately to each unit for which Best Life performs utility bill-back services.

Best Life currently applies a 5% goodwill deduction when calculating tenant utility bill-backs to provide a buffer for minor calculation variances.

Current Owner Price List — October 2026

Fees and rates shown above are Best Life Property Management's current rates and may be modified from time to time as permitted by the applicable Property Management Agreement. Unless otherwise expressly agreed, the rate in effect when an additional service is performed will apply.

Best Life Property Management retains discretion to determine whether a service falls within routine monthly management or constitutes an additional administrative, inspection, project-management, coordination, or other service subject to an additional fee, and retains discretion to accept or decline additional services.