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## ***FOREIGN REAL ESTATE INVESTORS***

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**Flarent Inc.** welcomes foreign investors! As a foreign investor, it is important that you understand what affects you and what are your responsibilities in the sale or rent of real estate. We are here to help you!

It is our objective to professionally manage each property with the highest level of service, while staying in compliance with our federal, state and local laws and keep up to date with industry standards.

Our goals are always to:

- Find the best qualified tenant for your property.
- Maximize earnings and minimize your expenses
- Annually evaluate the rental market to ensure that we are generating the highest return on your investment.
- Have timely and proper rental collections and payables disbursement
- Provide up-to-date reporting and complete accountability
- Inspect your investment property regularly and oversee all property maintenance to keep it operating in its best condition.

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## ***IRS FORM NEEDED TO DO BUSINESS IN USA***

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It is your responsibility to obtain your Tax ID and a completed W-8 BEN before you do business in USA. Without a Personal Taxpayer Identification Number (ITIN and completed W-8BEN) you are subject to backup withholding at 30%.

- [Form W-8 BEN – Certificate of Foreign Status of Beneficial Owner for US Tax Withholding and Reporting \(Individuals\)](#)

1488 Seminola Boulevard  
Casselberry, FL 32707  
(407) 339-5797 Office (407) 339-6763 Fax  
[info@flarent.com](mailto:info@flarent.com)



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## ***SERVICES INCLUDED***

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### **Management Services**

- Administration, communication, and correspondence with owners, residents, and vendors
- Advertise property when vacant
- Property inspections, reporting and follow-up
- Modifying and consulting when considered necessary
- Preparing property for rental
- Connect utilities when necessary for rental
- Rigorous screening, tenant placement, and leasing
- Hire an attorney for lease preparation, enforcing the collection of rent or the eviction of a tenant
- Negotiate with and engage the services of professional and insured vendors
- Evaluate and recommend purchases of equipment, materials and supplies required for regular maintenance
- Provide an emergency service telephone number and immediate response to emergencies
- Assess and supervise any required repairs
- Send out notices to tenants
- Coordinate monthly services such as lawn and pool maintenance

### **Financial**

- Management of accounts receivable and accounts payable
- Monthly accounting statements
- Monthly accounting is provided by Appfolio Property Manager Software
- Collect all rents and disburse all debts, providing a detailed account of all transactions with vendor receipts
- Provide administration and accounting for Security Deposits as required by Florida Statutes.
- Render any final accounting required (Direct Deposit to USA banks is free of cost, however, International or Domestic Wire will have a transaction fee)
- Financial Statements (monthly, yearly and preparation of annual budget)
- Preparation of 1042-s to tax return

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### **Additional Services for a minimum fee (not included in our contract)**

- Pay your real estate tax yearly
- Pay your HOA or Condo Dues
- Pay your home insurance a/k/a Landlord Policy
- In case of major repairs or catastrophe we will meet the insurance company, representative or contractor on site during the claim and we will oversee the entire process.

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### ***FEES***

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Our fees may vary; therefore, we would like to offer you a no-obligation rent market analysis by taking an honest, thorough, and comprehensive look at your real estate portfolio and financial goals.

Please call our Real Estate Agent today at 407-339-5797 or email us at [info@flarent.com](mailto:info@flarent.com).

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### ***Discrepancies***

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In the event of any discrepancy between this guideline of Rental Management Services and Flarent Inc. Management Agreement, the provisions of the specifications stated in our Management Agreement shall prevail. For full disclosure, please request a copy of our Rental Management Agreement. [Contact us](#) today to one of our Real Estate Agent, our team offers the highest service and integrity.

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