OWNER'S GUIDE MANAGING YOUR PROPERTY IN FLORIDA



Florida VS Property Management
Lic. Real Estate Broker

floridavspropertymanagement.com



OUR COMMITMENT TO PROPERTY OWNERS

At **VS International Rental Properties LLC**, d/b/a as **Florida VS Property Management**, we specialize in providing property management services to non-resident and international property owners.

We offer property management services in the following areas: **Orlando, Kissimmee, Lake Nona, Poinciana, Saint Cloud, Windermere, Dr. Phillips, Doral, Coconut Grove, Coral Gables, Aventura, Homestead, Kendall, North Miami, and Miami Beach.**

Our team is committed to maximizing our clients' investment returns by maintaining high occupancy levels, which directly impact the annual performance of each property. Through our professional team and trusted partners, we ensure that every aspect of your investment is carefully managed, including maintenance, profitability, monthly and annual reporting.

We strictly comply with all applicable tax, insurance, and real estate regulations, as **Florida VS Property Management** operates in full compliance with the laws of the State of Florida. We carefully select and evaluate every tenant prior to leasing your property.

Our professional associations and certifications support our commitment to ethical practices, continuous improvement, and professional excellence, allowing us to represent you with the highest level of knowledge, integrity, and expertise.

MIAMI REALTORS

EQUAL HOUSING OPPORTUNITY

NARPM™ National Association of Residential Property Managers

OSCEOLA COUNTY ASSOCIATION OF REALTORS®, INC.

BBB

Tenant Turner

My name is VANESSA SERRANO.

YouTube @vanessafloridabroker

Licensed Real Estate Broker and owner of **Florida VS Property Management**.

I offer my clients over 25 years of experience in the property management industry in Central Florida.

WHY ARE WE YOUR BEST OPTION?

Owning an investment property outside your country of residence —commonly referred to as an “absentee owner”— often generates concerns. Managing and maintaining control of a property in an unfamiliar market can be challenging, especially when local landlord-tenant laws are unknown.

For this reason, international property owners need a professional team that not only protects their investment but also provides expert guidance and ongoing support.

It is essential to understand the difference between the services offered by a real estate company and those provided by a professional property management firm.

Real Estate Agents

Experts in sales and lease negotiations, primarily focused on tenant placement services, which generally require a limited time commitment.

VS.

Professional Property Management

Property management requires significant time, in-depth knowledge of laws and regulations, and close attention to detail to avoid financial losses or legal issues in the future.

Choosing the right professional property management company can make the difference between a successful investment and a failed one.

A large percentage of our business comes from repeat clients who, satisfied with our services, go on to purchase second or even third investment properties.

SOME OF THE MANY REASONS TO CHOOSE US

- Protection of your investment and property integrity.
- Licensed for sales and property management in Florida.
- Extensive market knowledge.
- Advanced rental negotiation skills.
- Specialized real estate team.
- Marketing through social media and over 50 rental websites.
- Tenant relationship management.
- In-house legal counsel.
- Vacancy minimization.
- Owner web portal access.
- Periodic property inspections.
- Digitized documents for immediate access.
- 24/7 online rent collection through our owner portal.

OWNER PORTAL

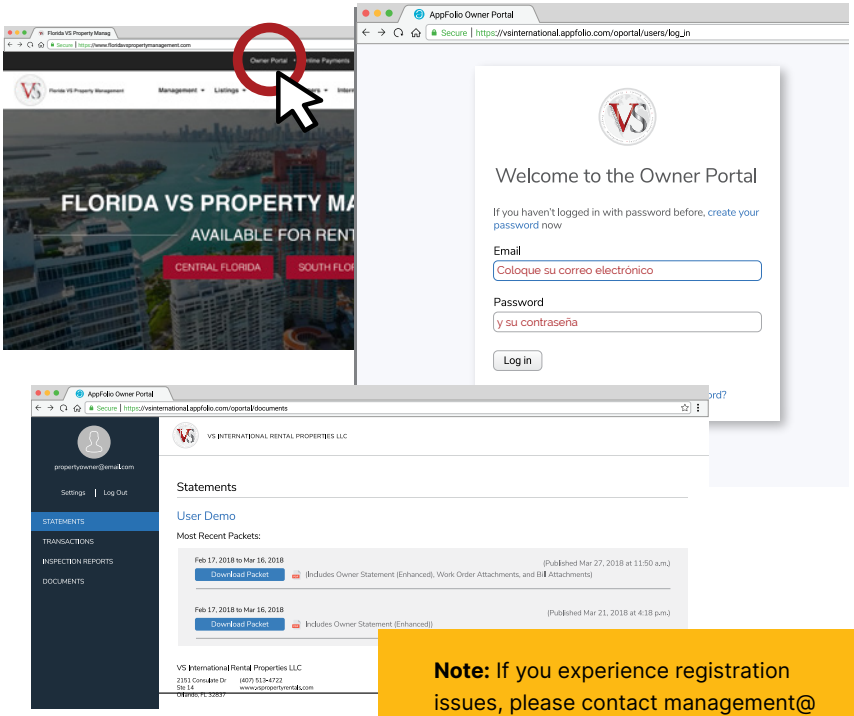
Through our **Owner Portal,** you may access your property information 24/7, including financial reports and documentation.

Tenants may also pay rent directly through the portal.

Available options include:

- Initial registration
- Monthly payment summaries
- Detailed financial statements
- Management documents
- Tenant application reports

Visit our website
floridavspropertymanagement.com
and select **Owner Portal** at the top of the website.



Note: If you experience registration issues, please contact management@vspropertyrentals.com

YOU WILL ALSO BE ABLE TO ACCESS

Account Statements

You can download published account statements and reports. Packages are organized by date, with the most recent displayed at the top. Click “Download Package” to download the entire package, including attachments, or click “Choose Files” to view only selected files from the package.

Inspection Reports

In this module, you will be able to review any inspection report shared by your property manager. Click the linked report name to view it online. You will receive an email notification each time a new inspection report is shared.

Documents

View or download documents shared by your property manager. Click the linked document name to view it online, or click “Download” to save a copy to your device. You will receive an email notification whenever a new document is shared.

Contributions

Make secure monetary contributions to the property of your choice using a credit card, debit card, or eCheck (ACH). The Contributions tab is always visible; however, the ability to make contributions depends on your property manager’s settings.



MARKETING YOUR PROPERTY

Second Home Services

- Weekly property visits
- Mail collection
- Monthly bill payments
- Cleaning Services coordination
- Storage of outdoor furniture and equipment
- Landscaping and lawn services coordination
- Pool and spa maintenance coordination
- Pest control services coordination



Property Management Services

- 24/7 emergency contact
- Enforcement of lease agreements
- Rent collection
- Online payment options
- Monthly owner accounting reports
- Direct deposits to U.S. bank accounts
- Income and expense summaries
- Periodic property inspections
- Maintenance coordination (with owner or tenant authorization)
- Emergency maintenance services
- Online tenant maintenance requests
- Condo association coordination
- Tenant communications and delinquency notices
- Post-move-out inspection reports.

Fiscal Services

- Coordination of annual property tax filings
- Detailed income statements
- Insurance policy renewal coordination

Tenant Placement Services

- Rental market analysis
- Property marketing and tenant search
- Advertising on local and international platforms
- Listing on over 50 rental marketplaces
- Tenant screening (credit and employment verification)
- Detailed Move-In inspection reports
- HOA administrative coordination (HOA payments available as an add-on)
- Lease administration and renewals
- Lease negotiations
- Vacancy minimization

RELIEVE THE STRESS

of Property Maintenance.

Our Florida property management experts are prepared to deliver the highest standard of professional service, ensuring peace of mind and optimal investment performance..



WHAT IS AN ITIN (TAX IDENTIFICATION NUMBER)?

All buyers and sellers must have an Individual Taxpayer Identification Number (ITIN) in order to comply with United States tax obligations.

What is an ITIN?

An Individual Taxpayer Identification Number (ITIN) is a tax processing number issued by the Internal Revenue Service (IRS).

The IRS issues ITINs to individuals who are required to have a U.S. taxpayer identification number but do not have, and are not eligible to obtain, a Social Security Number (SSN) from the Social Security Administration (SSA).

What is the ITIN used for?

ITINs are used for tax reporting purposes only and are not intended to serve any other purpose.

The IRS issues ITINs to help individuals comply with U.S. tax laws and to provide an efficient way to process and account for tax returns and payments from individuals who are not eligible for Social Security Numbers.

An ITIN does not authorize an individual to work in the United States, nor does it provide eligibility for Social Security benefits or the Earned Income Tax Credit (EITC).



Who needs an ITIN?

The IRS issues ITINs to foreign nationals and other individuals who have a federal tax reporting or filing requirement and who do not qualify for a Social Security Number (SSN).

A nonresident alien who is not eligible for an SSN and who is required to file a federal tax return solely to claim a tax treaty benefit under a U.S. tax treaty must obtain an ITIN.

Examples of individuals who may need an ITIN include:

- Nonresident aliens required to file a U.S. federal tax return who are not eligible for an SSN.
- Resident aliens (based on the number of days present in the United States) filing a U.S. federal tax return who are not eligible for an SSN.
- Dependents or spouses of a U.S. citizen or resident alien.
- Dependents or spouses of a nonresident alien visa holder.

IRS FORMS W-8 ECI AND W-7

Florida VS Property Management can assist property owners by connecting them with a qualified professional company that specializes in ITIN applications, offering comprehensive support including form preparation, document verification, and guidance regarding IRS requirements.

Important Notes

- ITINs expire if they are not used on a tax return for three consecutive years.
- If you receive an expiration notice, you must renew your ITIN using Form W-7 (a tax return is not required for renewal).

WE MANAGE PROPERTIES.
WE MAXIMIZE RETURNS.

At **Florida VS Property Management**, we are committed to helping you achieve the highest possible return on your investment by providing personalized attention, professional guidance, and reliable support.

If you would like to receive a copy of our Property Management Agreement, please contact us through:

Orlando office
2151 Consulate Dr. Ste 14. Orlando, FL. 32837
Phone: 407-513-4722.

Miami office
1900 N Bayshore Dr, Suite 1A/100. Miami, FL. 33132
Phone: (305) 447-7147

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Learn more on our website:

floridavspropertymanagement.com

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