



Notice of Property Review Program

Sweyer Property Management performs property reviews two times per year (depending on the owner's contract – some owners do not participate in this program). Below are some facts you should know and remember about our property reviews.

- The reviews are scheduled with our in-house inspector who is a Sweyer Property Management employee. He is insured and has been properly vetted through our company.
- Reviews are scheduled by specific area/zip code to maximize efficiency
- The reviews are completed approximately two times per years (frequency could be more or less depending on the owner's contract). The purpose of this review is to check the condition of the interior and exterior of the property, note items that need to be addressed, and recommend preventative maintenance items to the owner of the property.
- When the review is scheduled, the appointment date/time must be adhered to. We will give you a four-hour block of time in which the inspector can be expected to arrive.
- Please know that property reviews are part of the Property Management Agreement between the owner and Sweyer Property Management and they must be performed. We will work with your schedule as best we can, but we do ask that you make the property available for the set property review appointment so that the process may go as smoothly as possible.
- Once your property review is scheduled, you will receive an email notifying you of your upcoming appointment. The day prior to your appointment, you will receive a text message reminder for the property review.