

PROPERTY MANAGEMENT SOFTWARE CHECKLIST

The right property management software will help you market, lease and manage your properties.

PROPERTY TYPES

Does your property management software support all of the property types in your portfolio?

- ☐ Multifamily
- ☐ Single family housing
- ☐ Office, industrial, retail
- ☐ Mixed portfolios
- ☐ Condo and HOA associations
- ☐ Affordable housing and PHA
- ☐ Self storage
- ☐ Manufactured housing
- ☐ Senior living

PROPERTY MANAGEMENT

Does your software include the tools you need to effectively manage your properties?

- ☐ Move-ins and move-outs
- ☐ Correspondence
- ☐ Rent collection and vendor payment
- ☐ Work order management

ACCOUNTING

Does your software include the accounting tools you need to manage and grow your business?

- ☐ Full general ledger, A/R and A/P
- ☐ Automated configurable reports
- ☐ At-a-glance insight into accounts
- ☐ Quick CAM calculations for commercial
- ☐ Built-in budgeting and forecasting tools

LEASING

Does your software help you convert leads into leases and process renewals?

- ☐ Online applications and lease renewals
- ☐ Real-time unit pricing and availability
- ☐ Complete online leasing with esignatures
- ☐ Integrated lease documents
- ☐ Self-screening and insurance fulfillment

MARKETING

Does your software include the marketing tools you need to help attract prospects?

- ☐ Dynamic, mobile friendly property marketing websites
- ☐ Automatic listing syndication to ILSs
- ☐ Self-service access for renters, including online tour scheduling, applications and screening
- ☐ SEO, PPC, reputation management and social media services



CUSTOMER RETENTION

Does your software help you provide better service to residents, tenants and owners?

- ☐ Secure online portals for customers to view accounts, make payments and submit maintenance requests
- ☐ Convenient options for renters to pay rent online, in person, by check or via text
- ☐ Built-in tools to communicate with residents, tenants and owners via email, text or app
- ☐ Amenity options like smart home features, package management and Wi-Fi connectivity

DATA INTEGRITY

Is your operational, financial and customer data secured, stored, backed up and accessible?

- ☐ Data is securely stored in the cloud with a recognized leader in cloud services
- ☐ Easy application and data administration
- ☐ Ongoing and nightly data backups
- ☐ Data can be accessed anytime, anywhere from any mobile device
- ☐ Automatic updates and upgrades
- ☐ Professionally maintained IT network
- ☐ Secure infrastructure and support to reduce IT costs

SUPPORT & TRAINING

Which types of training and support are offered?

- ☐ Live webinars
- ☐ On-demand video training
- ☐ Document knowledge base
- ☐ Chat support
- ☐ Help from experts with decades of real estate and property management experience

MOBILITY

Does your software include convenient mobile options for staff, residents and tenants?

- ☐ Mobile leasing
- ☐ Mobile maintenance requests from tenants
- ☐ Mobile work order retrieval
- ☐ App, voice and text payments

COMPANY

Are you choosing a reliable company that will support your goals?

- ☐ 100% focused on real estate
- ☐ Committed to innovation
- ☐ Stable with a proven record of success
- ☐ Driven by client satisfaction vs. stock performance

We hope this checklist helps you select property management software that will really work for you.

WANT TO LEARN MORE?

Let us show you how Yardi stacks up.

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