

Working With The Vortex

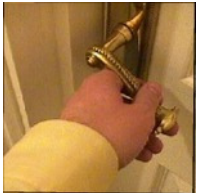
For Resorts, Condominiums, Apartment and Vacation Rental Owners

One size sometimes fits all but not if you want a good fit. That's why we offer flexibility in how we work. In many cases our "Turn Key" booking services are just what owners want. But others like to do their own cleaning or maintenance. Some even want to handle their own contracts, credit cards and collections.



TurnKey™ Management Program

For the most income, least amount of work and a strong partner to handle the details our Turn Key Booking Service is the perfect choice. You get checks in the mail and don't have to deal with guest issues. We handle marketing, sales, contracting, invoicing, check-ins, collections, deposits, cleaning and minor maintenance. The home is still yours to decorate as you see fit and to use whenever you like. We simply work to rent out the days you won't be using it.



FrontDoor™ Reservation Program

Like the idea of renting but long to get involved more personally? That's OK too. You can utilize Vortex services just for marketing, or selling or everything except things you might prefer to do like cleaning and maintenance. If your property is particularly remote it may be advantageous for you to keep an eye on the place and just have us bring guests right to your front door.



HandOff™ Referral Program

For Owners who do everything themselves and only need more bookings we offer a stream lined referral service. Vortex does all the marketing and turns bookings over to you for contracting and everything else. You take it from there. If you get a sale, we get a fee. The Guest has fun and everyone wins.

Generally Turnkey Service provides the highest return and accountability. We are not able to project revenue for Reservation Only Service but are happy to keep your place in our inventory and to offer it to Guests when the need arises. Just let us know what you have in mind and we'll work out a relationship that benefits us both.

A Word About Fees



Yes it's true. You get what you pay for. If you only need a reservation service every now and then our fees can be a bit lower. But it will probably take more of your time to manage the property. On the other hand, our Turn Key service will save you time and allow us to produce more gross revenue. That should result in the highest net revenue (after

expenses) that the home can produce.

Our fees are a percentage of the rents we bring you, based on how much work you want. Guests can be charged for cleaning to increase your net return. Window washing, carpet shampooing and other deep cleaning are at your expense but we can handle those personally, if you like.

Some expenses such as electricity and water may increase due to rentals and you still pay operating expenses such utilities, property taxes and mortgage. But our goal is to help you cover costs by renting your unused days. We collect and remit all sales and lodging taxes.

PROGRAM COMPARISON

	TurnKey	FrontDoor	HandOff
	Full Service	Reservations	Referrals
All Advertising	✓	✓	✓
Sunspot Websites	✓	✓	✓
Guest Inquiries & Sales	✓	✓	✓
Guest Qualification	✓	✓	✓
Online Calendars & Rates	✓	✓	✓
Date Selections	✓	✓	✓
Contracting	✓	✓	
Credit Cards	✓	✓	
Require Deposits	✓	✓	
Payment Collection	✓	✓	
Guest Confirmations	✓	✓	
Guest Instructions	✓	✓	
Arrange Keys & Access	✓	✓	
Owner Reports & Payment	✓	✓	
Arrange Cleaning	✓		
Onsite Manager & Staff	✓		
Arrange Maintenance	✓		
24 Hr Emergencies	✓		

How to Get Started

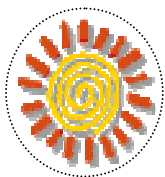


With the Vortex Network of Vacation Rental Managers, getting your home into the rental market is easy. All you have to do is say “I’m interested” and we’ll begin the process of evaluating and preparing your property. Here are some of the steps we may go through to get it up and running. It takes a little of your time at first, but after that we do all the work.

- **Call to Discuss.** If you want to know more about renting please give us a call. Tell us about the property and your goals for it. We can then assess the possibilities. There will be pros and cons, but taking in guests can be very rewarding. A professional booking firm can shoulder the burden for owners, produce good income and level out any bumps in the road.
- **On Site Meeting.** We can meet at the location to inspect and evaluate the property. We work together to determine how best to go about offering the property for rent.
- **Evaluation Checklist.** Even the best of properties many need a little help to maximize rents. We’ll go over every detail, evaluate the building, its location and general area. If necessary, we’ll give you a checklist of things to consider. We can suggest the best ways to outfit the home including linens, amenities, keys and security.
- **Fee & Service Proposal.** We have no standard fee. It may be less costly to provide service in well known resort areas. More marketing may be required in secluded areas. But all can be marketed and sold to guests anxious to spend a week or weekend in your dream hideaway. With more information we can quote an exact fee.
- **Paperwork & Details.** It is very important that we each understand what the other can and can not do. We’ll do that by preparing an engagement agreement for your review that spells out fees and costs and how we’ll work for you.
- **Calendar Dates.** You won’t want to restrict your use of the property, but we have found it impractical to clear every booking with every operator. Instead, we ask to keep the official availability calendar. And then have you schedule use as far in advance as possible. In fact, it is better to book dates and later release them to the rental pool later.
- **Preparation Workbook.** Controlling occupancy is as important as filing it with guests. We’ll work with you to do whatever outfitting may be necessary. An inventory of furnishings, furniture and other items will be taken. Cleaning guidelines and maintenance procedures will be finalized. You can be as involved or uninvolved as you like. Sometimes you’ll need to buy some things to ready the home for rentals.
- **Marketing Setup.** Once you give the go ahead, we commence a number of marketing initiatives specifically for your property. These include individual and area web pages, submission to “feeder” websites, our on-line booking system, email marketing, sales training, accounting and operational capabilities. In particular we have high-quality photos taken and floor plans produced. We’ll make your property look good.



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Frequently Asked Questions

Want to know even more? This short introduction won’t answer all your questions. So we’ve prepared a list of Frequently Asked Questions that may fill in some of the gaps. Its long but we’ve attempted to cover most anything you might want to know. Give us a call to get the whole list. It will answer all your questions.

The Sooner You Start the Better

There is no time like the present. If you are changing managers we can coordinate with the outgoing company to make sure there is no conflict for you. We work fast to make the home ready and to get it marketed to produce income quickly. So let’s work together to help you profit from your unused vacation days.

866-925.5188

VortexManagers.com

