

CLARA ROBINSON PA

PROPERTY MANAGEMENT • FLORIDA & DETROIT,
MICHIGAN

"OUR MISSION: YOUR PEACE OF
MIND"

WHO WE ARE / QUIÉNES SOMOS

Clara Robinson PA is a bilingual property management company serving owners and residents in South Florida and Detroit, Michigan. The company focuses on complete property management, clear communication, tenant service, and helping property owners maximize their investment results.

Clara Robinson PA es una empresa bilingüe de administración de propiedades que atiende propietarios e inquilinos en el Sur de la Florida y Detroit, Michigan. Ofrecemos una administración integral, comunicación constante y atención tanto al propietario como al inquilino.

SERVICES FOR PROPERTY OWNERS / SERVICIOS PARA PROPIETARIOS

SERVICE	DESCRIPTION & SCOPE
Property Preparation & Marketing	Prepare properties for rent and advertise them across available rental platforms with professional photos and detailed property information.
Tenant Screening	Online applications and rigorous screening including credit, criminal, and eviction/ housing history via TransUnion screening.
Leases & Renewals	Lease preparation, execution, renewals, and specialized Section 8 documentation when applicable.
Rent Collection	Seamless collection and distribution of rent; residents benefit from secure online payment options and multiple channels.
Maintenance	24/7 maintenance request intake and coordination of repairs, emergencies, turnovers, and Section 8 inspections through ServXpress .
Accounting & Reporting	Detailed monthly owner statements, transparent accounting records, direct deposits, and coordination of property-related payments.
Eviction / Collections Support	Proactive collection follow-up, legal notices, and seamless coordination with attorneys when an eviction becomes necessary.

SERVICES FOR RESIDENTS

- Online rental applications & clear criteria
- Resident portal access for account & property info
- 24/7 online maintenance request submission
- Utilities information & dedicated support resources
- Lease & resident information updates
- Full support throughout the rental process, including Section 8 voucher processing

WHY OWNERS CHOOSE US

- **Bilingual Team:** Full communication available in English & Spanish.
- **Full-Service Management:** One unified team coordinates leasing, residents, repairs, & accounting.
- **Owner Visibility:** Monthly financial reporting & 24/7 online access.
- **Resident Support:** Structured maintenance & inquiry handling.
- **Investment Focus:** Focused on high occupancy, service quality, & maximum return.

SECTION 8 & GOVERNMENT PROGRAMS

The company actively works with government housing programs, including Section 8, across multiple cities and prepares all applicable voucher and lease documentation. *Program acceptance can vary by property and local municipal requirements.*

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This brochure summarizes information published on ClaraRobinsonPA.com. Services, property availability, program participation, and requirements may vary by property, location, and owner. Please verify current details directly with Clara Robinson PA.