

When Property Rentals Plus, LLC — property rentals plus property services
Annual [Periodic] Report — October 2015 to October 2016

- ◆ conceptualized company and scope, name and slogan: [*When You Need It*]
- ◆ designed logo and designed and ordered business cards
- ◆ established and registered LLC and opened bank checking account for When Properties
- ◆ capitalized When Property Rentals Plus
- ◆ created and implemented financial and accounting systems and controls
- ◆ designed and published website [*wprplus.com*]; transitioned from previous business URL
- ◆ started services component of When Property Rentals Plus, When Property Services
- ◆ established contacts and working relationships with realtor, insurance agent, home inspector, escrow officers, C.P.A. & a wide range of outside subcontractors and suppliers
- ◆ toured and researched over 80 houses for sale in Pueblo and Pueblo County, Colorado
- ◆ negotiated, had inspected and bought first rental house: Pueblo Heights neighborhood
- ◆ made repairs, cleaned, installed new flooring and readied for rent: Pueblo Heights rental
- ◆ developed & customized for When Properties rental screening application and lease forms
- ◆ advertised, screened applicants and rented house in Pueblo Heights subdivision
- ◆ applied for and was awarded accounts: business credit card, lumber-hardware supplier, plumbing supplier, water-sewer service, electric, natural gas and trash service
- ◆ negotiated, had inspected & bought second rental home: Pueblo's Aberdeen neighborhood
- ◆ obtained bids & chose heating & AC contractor: new heater & AC installation: Aberdeen
- ◆ designed and remodeled new kitchen & dining room [including new cabinets, appliances, granite countertops, custom tile and more] plus added attic insulation & designed and remodeled bathroom at Aberdeen rental property in Pueblo, Colorado
- ◆ painted, drywalled and textured walls, plus made additional improvements to house in Aberdeen neighborhood; cleaned it and made it rent ready
- ◆ found tenant, negotiated lease and rented house in Pueblo's Aberdeen neighborhood
- ◆ investigated, negotiated price and purchased third rental house in Pueblo's Belmont neighborhood
- ◆ painted, repaired sprinkler system, installed new dishwasher and other appliances at third When Property Rentals Plus house located in Pueblo, Colorado's Belmont area
- ◆ advertised, screened applicants, negotiated lease and rented third house
- ◆ When Property Services division of When Property Rentals Plus, LLC highlights: under-floor insulation project; major, ongoing Pueblo County ranch caretaking [on monthly retainer] plus property services; research & bid on full bathroom remodel [bid not accepted by client]; sprinkler system repair for three clients in Pueblo and Pueblo County, Colorado; and landscaping services for other When Property Services clients
- ◆ weeded yards, prepped yard areas, planted and frequently watered native, low-water buffalo grass at two When Property Rentals Plus rental houses
- ◆ implementing ongoing maintenance and improvements, paying property taxes & ensuring fully rented status on the three current When Property Rentals Plus houses

When Property Rentals Plus, LLC | 1021 N. Market Plaza, Suite 107-107, Pueblo West, CO 81007 | wprplus.com
When Properties and Services is a PC² — a professional corporation operating in Pueblo County, Colorado
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