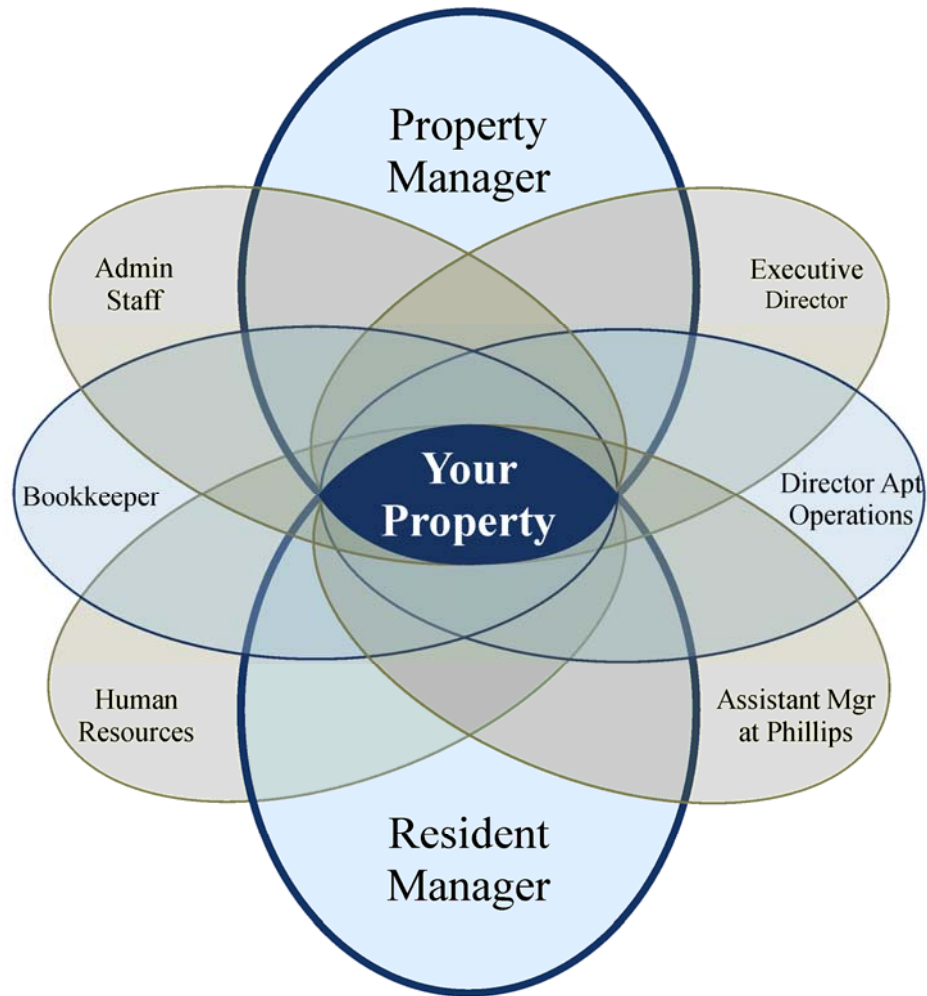


COMPLETELY SURROUNDED

- Full Service Apartment Management
- 24 Hour Emergency Response
- Hands on Approach
- Site Staff Education
- Nationwide System of Tenant Screening
- Group Buying Power adds value

223 Taylor Ave N
Suite 200
Seattle, WA 98109

Phone: 206-622-8600
Fax: 206-622-9991
E-mail: mjg@phillipsre.com



- ◆ **Property Manager** = Supervises all aspects of property, direct contact for owner
- ◆ **Resident Manager** = Handles daily onsite activities, leasing, and janitorial
- ◆ **Executive Director** = Directs and monitors the entire apartment operations
- ◆ **Director of Apartments Operations** = Quality control for property appearance and operations
- ◆ **Assistant Property Manager** = One-call accessibility for full resident manager support
- ◆ **Admin Staff** = Supports the entire team to ensure quality communication
- ◆ **Bookkeeper** = Records income, pays invoices, and prepares monthly financial statements
- ◆ **Human Resources** = Recruits resident managers and reports on legislative changes

"Management Services with Performance and Integrity for over 30 years"