

Pro-active care of your property pre & post season is very important and will help in the prevention of problems.

Please remember to:

- Have a pre-season thorough cleaning of your property.
- Have your carpets cleaned.
- Make sure all of your major systems are in proper working order...ex. A/C, Water Heater, Appliances, Etc.
- Post your Trash and Recycling schedule in an obvious location.
- Make sure you have an adequate amount of Trash & Recycling cans w/lids that are labeled appropriately.
- Make sure your Grill is clean, has a full tank of gas and is located in a safe place. Please leave an extra full tank of gas.
- Make sure to leave extra light bulbs and batteries.
- Please contact us before renting your property yourself to make sure the week/s are still available. You DO NOT want to have a double booking. If you have a vacancy & decide to use it at the last minute, please let us know!
- To view your property online, contact our office for your **Listing #**. Go to [www.MaryAllen.com](http://www.MaryAllen.com). Click on the Go to Rental Listing button at the top of the page and type in your Listing #. You will then be able to view your rented weeks, available weeks, and rental rate for available weeks, bed sizes, amenities, etc. You will find this to be a very useful tool to track your rentals and may save you from having to make unnecessary calls.
- If you have photos you would like updated, please forward them to [Rentals@MaryAllen.com](mailto:Rentals@MaryAllen.com).
- E-mail or call us if you need a new sign on your property.
- If you have numerous TV's and numerous remotes for the various TV's, please label the remotes according to the TV it operates.
- We appreciate the opportunity to rent your home...however if you are interested in Selling your home or would like to know its value, please contact your agent at Mary Allen Realty, Inc.
- If you can assist Operation Jersey Shore Vacation in its Mission to help Military Families enjoy a Vacation on LBI, please check [here](#).
- Have your property pretreated for ants and other pests prior to your first tenants checking in!