

# **GRIFFIN PROPERTY MANAGEMENT GROUP, INC**

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## **Background**

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Griffin Property Management Group, Inc is a full-service firm that specializes in multi-residential and office/retail properties. Griffin Property Management Group, Inc also provides complete brokerage, accounting and development services.

Currently, Griffin Property Management Group, Inc manages properties in Tulare and Kern Counties. Our clients range from individual investors to Tenants In Common investors as well as private institutions. We not only manage properties for our clients, but a portion of the portfolio is owned by the principals of Griffin Property Management Group, Inc. We feel that if a business does not invest in the product that they service, then they fall short of providing the highest level of service and integrity for their clients. We are invested just like our clients to meet our mutual needs.

## **Goals**

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The primary goal of Griffin Property Management Group, Inc is to operate each property efficiently to achieve the objectives of the client, and to simultaneously provide a higher degree of service to our prospective and existing tenants.

## **Operational Values**

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Griffin Property Management Group, Inc always strives for the highest possible rents in this ever fluctuating rental climate. We will often run market comparables to determine how our rents compare to the other rents in the neighborhood. We will contact our competitors in the area to find out the real rental rates and not just what is printed in the area averages or sale comparables. We believe that as rental markets change we must adapt quickly to maintain the best possible rents. We conveniently located in Tulare County, and as such, available to interact with the property owners to address their concerns and offer professional opinions with regards to the market and management of their properties.

Our memberships include California Apartment Association and Credit Bureau Association. These associations help to keep us up-to-date on the current and up-coming legislative mandates regarding tenant relationships as well as access to credit reports and background checks for prospective tenants.

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## **Services**

Pre-screening of prospective tenants

Property Rental Agreements and supporting documents

Evaluation and execution of repair requests from tenants

Supervision of necessary work to be completed in vacant units

Rental Trust Funds for account in a bona-fide Financial Institution for rents income and payment of all bills for properties

Monthly Financial Statements for all clients

Website

Utilization of other forms of advertising and marketing tools for vacancies

Ability to cut costs and/or increase vendor services to add value to the owner's property