

Please Read



Thank You

Office Website: www.equitybcs.com
pm@equitybcs.com

Hi ...

As a Reminder, All the great staffers in the **FRONT** office is doing their best to **MONITOR** emails that go to pm@equitybcs.com **Always** CC: keith@equitybcs.com

If you have any QUESTIONS or CORRECTIONS, please call or email us.

**Please don't hesitate to call or email us if
you need help with something ...**

pm@equitybcs.com

Have a great day & **Gig'Em**

Keith Clements/Broker | Equity Real Estate & Company | Since 1986

HELPFUL NUMBERS AND WEBSITES:

-Office: (979) 696-4464

-For My Email: keith@equitybcs.com

-For Property Management Email: pm@equitybcs.com

-For HOA Email: hoa@equitybcs.com

-For Office Website: www.equitybcs.com

-Member of the B/CS REGIONAL ASSOCIATION OF REALTORS®

Let's Go Make It A Great Day

Equity Real Estate & Company, Inc.

A Bryan/College Station Tradition

[Systems and Strategies](#)

Your success is OUR success.



End of the Month Report

Dear **MOST** valued Property Owner(s):

Regarding your enclosed end of month report

It's our **GOAL** to ensure your report is complete to your satisfaction. Our wish is to exceed your expectations by providing you with all the information you need about your property.

We take pride in our work and try very hard to make sure all end of the month reports go out correct.

If you have any questions or **CORRECTIONS, please call or email us at pm@equitybcs.com**

We Worked Really Hard on Making Sure Your Reports Go Out Ready and Complete.

Diana/Kathy/Gaby/Liz/Keith

As a team we completed your end of month report.

Please don't hesitate to call or email us if you see a needed correction

pm@equitybcs.com

Thank you for the opportunity to assist you in Managing your property.

*Thank
You*

Support Staff Team

Our Commitment to Your Success

Great teams are built around individual excellence. In addition to a standard of excellence, **Equity Real Estate and Company** encourages a culture of positive and value-based problem solving, so that client needs can be met on a daily basis.

Please always email pm@equitybcs.com ... This email is picked up by all the staffers to help us all communicate better.

Keith E. Clements ... Chief Sales Officer keith@equitybcs.com always CC: pm@equitybcs.com

Kathy ... Receivables Coordinator

Diana ... Receivables Coordinator (**Kathy's right-hand HELPER**)

Gaby ... Make-Ready Coordinator / Property Management / Work-Orders

Valerie ... Receivables Coordinator Assistant / Resident Customer Service / Maintenance work orders

Karen ... Front desk Call Coordinator / Resident Customer Service / Maintenance work orders

Gina ... Call Coordinator / Make-Ready Coordinator Assistant / Maintenance work orders follow up.

Kendall ... Call Coordinator / Make-Ready Coordinator Assistant / Maintenance work orders follow up.

Nick ... Licensed Realtor (Sales and Leasing Department)

Kim ... Licensed Realtor (Sales and Leasing Department)

Patrick ... Licensed Broker (Sales and Leasing Department)

Cesar ... Licensed Broker (Sales and Leasing Department)

Frank ... Licensed Realtor (Sales and Leasing Department)

Elizabeth Executive Administrative Assistant/ Licensed Real Estate Broker

We have an amazing team at **EQREPM** ... that is here for you. This moment reminds us that we are all connected like never before. We are called upon to be our **best selves, with patience, understanding and compassion**. On behalf of all of us at **EQREPM**, we're committed to being your partner and persevering together in all the days and years ahead.

Sincerely,

Keith Clements/Owner/Broker | Equity Real Estate & Company | Since 1986

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