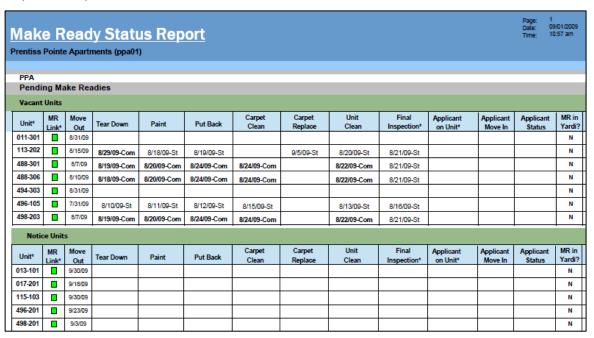


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Make Ready Status Report/Setup of Make Ready Work Orders

Report Example and Outline:

Maintenance Module



The Make Ready Status Report is a completely interactive report to create, modify, and complete Make Ready Work Orders. **(These MR Work Orders are completely customizable and need to be setup prior to the rollout of the above report; cost is outlined in the Pricing Section)

The report will show all vacant units and their place within the Make Ready process. Once MR Work Orders are created the report will show the expected start date or completion date of the MR Work Order. These Work Orders are hyperlinked to assign to a tech to track who completed what and when. It will also show if there is an applicant on the vacant/notice unit, if they are approved and when their move-in date is, to give a heads up on when the Make Ready needs to be completed by.

Make Ready Update Property ppa01 - Unit 015-304 - Tenant Robson - Move Out 8/11/2009 Description Start Date Expected Compl. Actual Compl. Complete? 08/14/2009 08/15/2009 08/14/2009 2. Paint 08/18/2009 08/19/2009 08/17/2009 08/19/2009 08/20/2009 08/21/2009 3. Put Back 4. Carpet Clean 08/21/2009 III 08/22/2009 08/24/2009 08/20/2009 08/21/2009 08/22/2009 7. Final Inspection 08/21/2009 08/22/2009

Make Ready 'Pop-Up' to set start and completion dates from the report itself.

Report Filter:



List Pricing:

Prices quotes available upon request. Each quote contains a base price of the report and any additional cost due to client directed modifications.

Any Dover Realty Custom Report can be modified to each individual client's need. Information may be added and removed at the client's discretion.

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