

FREE DOWNLOAD

# THE PREP METHOD

First-Time Landlord Checklist



10 Steps to Renting with Confidence

PREP

WHAT'S INSIDE:

- ✓ Full PREP Framework
- ✓ Actionable Checklists
- ✓ Ready to Use Today

**P — PREPARE**

**R — RECRUIT**

**E — ESTABLISH**

**P — PROTECT**

**1 MINDSET**

Treat this as a business from day one. Read, research your market, and know your state's Fair Housing Laws before you do anything else.

**2 MARKETING**

Get your property show-ready. Take quality photos, research comparable rents, and list on Avail, Zillow, and Facebook Marketplace.

**3 TIMESTAMPED INTEREST LOG**

Log every inquiry with date, time, name, and contact info the moment it comes in. First come, first served protects you under Fair Housing.

**4 SCREENING QUESTIONNAIRE**

Send the same pre-screening info to every applicant. Use a questionnaire to qualify them before they pay the application fee.

**5 TENANT VERIFICATION**

Run credit, criminal, and eviction reports. Call the employer. Request 3 months of pay stubs. Confirm rental history. Income = 3x rent minimum.

**6 LEASE AGREEMENT**

Use your state's official lease. Require renters insurance. Include late fee policy and rent increase terms. Set up auto-draft payments only.

**7 MOVE-IN WALKTHROUGH**

Walk every room together. Document everything with photos or video. Both parties sign and date the move-in checklist. Keep a copy.

**8 SYSTEMS IN PLACE**

Set up Avail (\$9/month) for listings, leases, maintenance, payments, and accounting. Your rental needs an operating system.

**9 MANAGE & MAINTAIN**

Define emergency vs. routine maintenance. Build your contractor network. Do quarterly property checks. Respond swiftly to tenant needs.

**0 PROTECT YOUR INVESTMENT**

Evaluate rent annually. Send renewal letters 3 months early. Document all finances monthly. Save your cash flow — repairs will come.

*P — Prepare • R — Recruit • E — Establish • P — Protect "The way you prepare is the way you show up as a Landlord."*

## OUR STORY

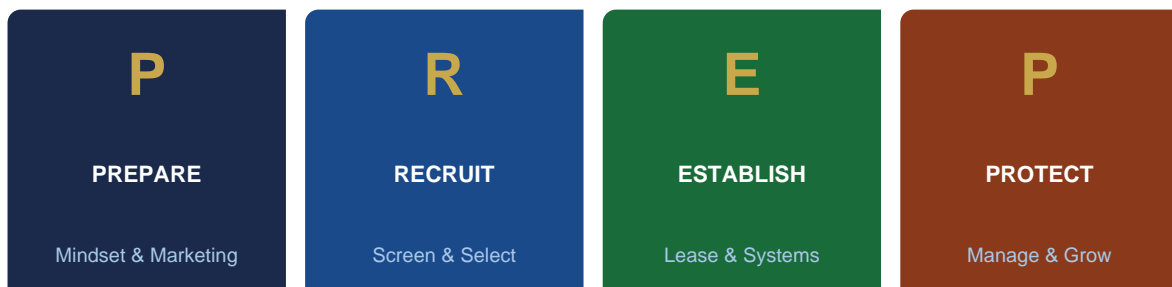
# This Is the Framework My Wife and I Used to Have a Successful Rental From the Very Beginning.

Most people who buy their first rental have no system. They figure it out as they go — and that means bad tenants, unexpected costs, and a whole lot of stress that could have been avoided. We know, because we were determined not to be that story.

***“Today we are giving you something different. A proven four-step framework called The PREP Method — built specifically for first-time landlords who want to get this right from day one.”***

We built the PREP Method because we refused to wing it. We researched, we prepared, we put the right systems in place — and it made all the difference. Our first rental has been a smooth, rewarding experience because we treated it like a business from day one.

This checklist is our gift to you. Every step on the previous page is something we personally use and believe in. Work through it in order, take your time, and do not skip a single box. Your future self — and your future tenant — will thank you.



*"The way you prepare is the way you show up as a Landlord." Now go build something you are proud of.*