



OFFERING SUMMARY
6806 Brookview Drive
Little Rock, AR 72209

UNLOCK
YOUR FINANCIAL POTENTIAL



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1060 Brookfield Road
Memphis, TN 38119
P: 901-410-5452
TurnkeyInvestProperties.com

To our current and prospective clients:

We appreciate your interest in our company and the chance to showcase our successful business model that has assisted investors globally in building real estate portfolios since 2008.

Contained in this packet, you will find details on our latest investment property offering. Our primary objective is to mitigate investor risk by delivering the right type of rental properties and accountability through exceptional property management services, enabling our clients to enjoy stable rental income throughout the buy-and-hold investment life cycle.

We recognize that reliable management is key to achieving profitability. Our in-house property management operates under the same principles that has enabled us to establish a portfolio of 150+ doors we have been growing since 2007.

If you have any questions, please do not hesitate to contact us at 901-410-5452. We are happy to provide any additional information you may require to ensure that you feel comfortable with your investment decision.

Best regards,

Alex Craig
President
Turnkey Properties



Defining Our Purchase Process

Welcome to Turnkey. This document will outline our purchasing process—we find it to be a proven success in assisting clients. As a turnkey provider, our goal is to take care of the details for closing so you can enjoy the rewards of being a real estate investor.

You will be assigned a personal transaction coordinator to work with you in coordinating all tasks associated with closing to make the process as smooth and simple as possible. They will act as your personal liaison.

Once a purchase agreement has been signed by all parties, you will be sent an invitation to Podio. Podio brings everything you need for closing under one virtual roof. It makes closing on your property organized, centralized, and clear so you know what to do and where things stand. It facilitates accessing the documents and information you need in one place.

When you open Podio you will find:

- To-do lists for tracking work.
- Message board for posting announcements and updates.
- A system for organizing the documents, files, and important notes needed for closing in one place, such as the inspection report.

Let's outline the closing process and how your transaction coordinator will assist you.

➤ Your first to-do item to address will be sending the earnest money. Your transaction coordinator will confirm it was received. After you initiate the earnest money, Turnkey takes the reins on most everything else, although it is important for you to stay in contact with your lender.

➤ From here, we will send the lender and the title company a copy of the purchase agreement and communicate to the lender that your transaction coordinator is the



local point-of-contact regarding information on the property and for scheduling the appraisal.

➤Next, your transaction coordinator will provide you with an insurance quote from our preferred carrier, Insight Risk Management, for you to review. If you wish to move forward with the policy, your coordinator will be happy to connect you and your lender with IRM.

➤When the rehab has been completed on your new property, your coordinator will give you the option to use one of our recommended inspectors or choose one of your own. If you choose a recommended inspector, you will be copied on all coordinating emails. If you choose an inspector of your own, provide the inspector with your coordinator's telephone number so they can arrange the inspection.

➤At this point we will notify your lender that we are ready for the appraisal. The appraiser will contact your coordinator directly to schedule the appraisal.

➤The inspection will take place and a report will be sent to you. You will share the report with your coordinator so you can review it, mark it up, and they can give it to our project manager. Our project manager will address all issues and send your coordinator the corresponding repair pictures that they will share with you.

➤When you receive the appraisal from your lender we ask if you could please upload it to Podio so we may have a record of it.

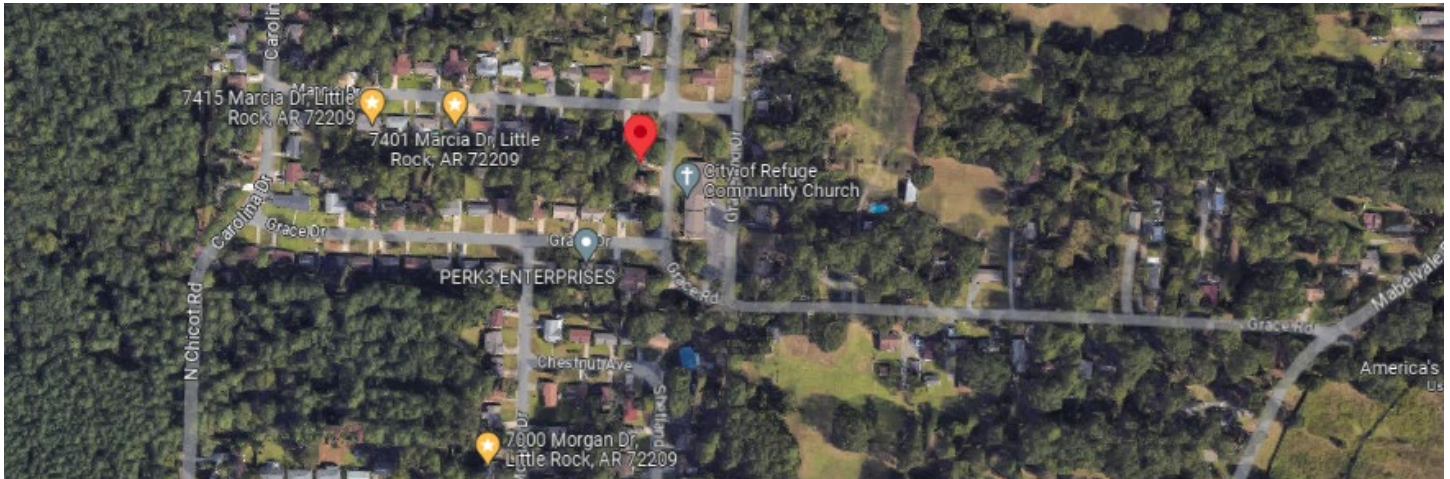
➤At this time, closing is right around the corner. It is crucial to stay in constant contact with your lender so we may close on the property. The lender will receive the appraisal, it will go into underwriting, and then you will receive the clear to close. The title company will work directly with you and your lender to schedule a signing and closing date that works for everyone.

➤When you close on the property, your transaction coordinator will connect you directly to your account manager with our property management team. When applicable, your coordinator will update you on a weekly basis on the leasing status of the property. This will round out our *complete* turnkey operation.



6806 Brookview Drive, Little Rock, AR 72209

Stars below represent properties under management by Hoffman Properties - Little Rock, AR



Bed/Bath: 3/2

Square Foot: 1,369

Year Built: 1966

Area Overview: Southwest Little Rock is one of the most culturally and economically diverse section of the city. The Arkansas Times recently published “If the River Market is our Manhattan and Hillcrest is our Brooklyn, consider Southwest Little Rock our Queens. The Arkansas Times article pointed out the cultural diversity. The area is home to many of our minority groups, including a large number of Latinos. Recently, the Little Rock Children’s Hospital constructed a \$4 million primary care clinic there, with an emphasis on providing a bilingual staff to service the local community. The portion of city is home to many working class / blue collar families. These residents choose to live and work in SWLR for a variety of reasons. Reasons include the fact that SWLR hosts a diverse economy and Investments continue in the area. SWLR is also home to the Arkansas Department of Transportation Headquarters and the Arkansas State Police Headquarters. Numerous warehousing, manufacturing and industrial business call SWLR home

The renovation highlights include:

- Paint exterior and interior
- New HVAC & Roof
- Hot Water heater was installed in 2018
- Granite counter tops in the kitchen
- Vinyl plank flooring

<https://turnkeyproperties.box.com/v/MarketingPhotos6806>

Resident to move in July 1, 2023



901-410-5452

TurnkeyInvestProperties.com

20-25% Down Payment Worksheet

Property Address: 6806 Brookview

All Deals Come with 2% Seller Paid Closing Cost & 2 Year Cash Flow Boost through Waiving Monthly Mgmt Fee

Purchase Price	\$ 135,000.00	Loan Amount	\$ 108,000.00
Projected Rent Year 1	\$ 1,100.00	Rate	6.75%
Year 2 of Lease Amount Projection (All leases are 2 Years with increase in year 2)	\$ 1,130.00	Principal and Interest	\$ 700.49
30 Yr. Payment (PITI)	\$ 851.47	2023 Quoted Yearly Taxes & Insurance	\$ 1,811.83
Property Management (0%) 2 Year Cash Flow Boost	\$ -		
20% Down Payment	\$ 27,000.00		
Estimated Closing Cost (4%)	\$ 5,400.00		
Estimated Out of Pocket Cost	\$ 32,400.00		
Estimated Gross Cash Flow 20% Down Year 1	\$ 248.53	Year 1 Gross Cash on Cash	9.20%
Estimated Gross Cash Flow 20% Down Year 2	\$ 278.53	Year 2 Gross Cash on Cash	10.32%

Purchase Price	\$ 135,000.00	Loan Amount	\$ 101,250.00
Projected Rent	\$ 1,100.00	Rate	6.25%
Year 2 of Lease Amount Projection (All leases are 2 Years with increase in year 2)	\$ 1,130.00	Principal and Interest	\$ 623.41
30 Yr. Payment (PITI)	\$ 774.40	2023 Quoted Yearly Taxes & Insurance	\$ 1,811.83
Property Management (0%) 2 Year Cash Flow Boost	\$ -		
25% Down Payment	\$ 33,750.00		
Estimated Closing Cost (4%)	\$ 5,400.00		
Estimated Out of Pocket Cost	\$ 39,150.00		
Estimated Cash Flow 25% Down Year 1	\$ 325.60	Year 1 Gross Cash on Cash	9.98%
Estimated Cash Flow 25% Down Year 2	\$ 355.60	Year 2 Gross Cash on Cash	10.90%

Rate

Rates are updated periodically at the time of the initial offering is sent out. The rate can fluctuate after the cash flow analysis is posted. Rate is based on a \$100,000 purchase. As the purchase price goes up, the rate may go up. Rate is also based on 780 credit score.

Closing Cost

Closing cost will vary by lender and could be higher if you choose to buy down the rate. Since escrow accounts are an asset on the balance sheet, our closing cost projections do not include the pre-paid expenses of your taxes and insurance.

Rent Variance & Lease Terms

Property Management will secure a 2-year lease with a built-in rental increase of 3% to 5% in year 2. Rents can vary typically with a +/- variance on average of \$50 based on current market conditions such as time of year, current supply of rental homes in the area, strength of tenant file who could negotiate a lower rent, etc. The higher the rent, the variance could increase. Typically, this would start at \$1,100 and higher.

Taxes & Insurance

The estimated rate of return is based on the current appraisal year and insurance quoted through our in-house program. Shelby County, TN taxes are locked through 2024, at that time re-appraisal will happen. Pulaski County, AR rates are locked through 2027. In rare occasions, a sale can trigger re-appraisal.

Cash on Cash Estimation

The cash flow calculation is based on gross cash flow, taking into account the known costs. However, it's important to note that this analysis doesn't factor in expenses such as vacancy, maintenance, and capital expenditures. These expenses will vary from year to year, but it's crucial to budget for them in your analysis. In the first few initial years, the cash flow may exceed what the industry considers to be normal vacancy and maintenance, as our property renovation is designed to address deferred maintenance and capital expenses and comes with our warranty.

Appraisal Contingency

Our goal as a Turnkey Provider is to minimize your risk when investing in real estate, and one way we achieve this is by conducting a high-quality renovation of the property. This involves carrying out numerous repairs, updates, and improvements to the property, which may not be taken into account in the appraiser's valuation. Due to the current competitive market, we are paying more to acquire inventory, and the rising costs of materials and labor mean that our all-in costs may exceed the

New Match



Sold

7101 Shetland Drive

Little Rock, AR 72209 - MLS #23005825

Residential - Approx Acreage : 0.20

\$140,000

↑ **\$7,000**

Remodeled Kitchen, Granite Counter Tops, Remodeled baths, Real Wood Flooring, New fence on sides, Gutters in back, Shed. New hot water heater, move in ready. Refrigerator conveys, washer and dryer conveys. Wonderfully maintained, this home shines. (Security System Does Not Convey.)

 **BEDS: 3**

 **BATHS: 2**

 **Apx SQFT : 1,363**  **4 Days on Market**

[View Detail](#)

Listing provided courtesy of CBRPM Saline County

New Match



Sold

73 W Windsor Drive

Little Rock, AR 72209 - MLS #22009144

Residential - Approx Acreage : 0.00

\$133,000

↓ **\$4,500**

Beautifully updated interior. Updated carpet, tile and Laminate Flooring. Living room, Den and Kitchen/Dine combo. Updated appliances in kitchen with granite counters. Updated baths! Breakfast bar. Large patio with a fenced yard. Vacant and easy to show. Property not measured...

 **BEDS: 3**

 **BATHS: 1**

 **Apx SQFT : 1,300**  **30 Days on Market**

[View Detail](#)

Listing provided courtesy of IRealty Arkansas

New Match



7415 Marcia Drive

Little Rock, AR 72209 - MLS #22014774

Residential - Approx Acreage : 0.22

\$132,500

Ready for investors!

 **BEDS: 3**

 **BATHS: 2**

 **Apx SQFT : 1,349**  **0 Days on Market**

Floor Plan





item	Description
Demolition	Demo the restrooms-Remove old flooring, and countertops
Interior repairs	Repair damage subfloor, and damage sheetrock- Replace broken glass on windows
Painting	Interior walls/trim/ceilings, and house exterior
Kitchen	Install new granite countertops, hardware, sink and faucet-Cut cabinet to fit a stand range
Appliances	Electric range-Vent-hood-Dishwasher
Plumbing	New laundry box
Lighting	Install new fixtures through the house
Miscellaneous	Install new blinds, locks, and door knobs -Smoke detector-Trash hauling-House cleaning
Doors	Install 2 exterior, 4 interior, and set bi-fold
Flooring-	Laminate Install in hall, living room, kitchen, bathrooms, bedrooms, and dining room
Bathroom	Hallway: Install new tub with surrounding, vanity, faucet, mirror, sink, exhaust fan, accessory kit, toilet, and shower head/faucet Master: Install new tub with surrounding, vanity, faucet, mirror, sink, exhaust fan, accessory kit, toilet, and shower head/faucet
HVAC 1	New furnace, condenser and coil-Replace supply box, return box, and monoxide carbon pipes-New thermostat, air vents, return grill with filter, and insulation-New return base-Replace duct work
Exterior repair	Pressure wash-Repair soffit, fascia, and siding
Landscaping and yard	Landscaping and clean yard Replace Roof



TURNKEY MAINTENANCE WARRANTY

As home inspections are typically done while the home is vacant or soon after a tenant moves in, inspections are not always successful in finding all the flaws with a property. Such flaws may only surface with time and tenant usage.

To protect our clients' cash flow and give them peace of mind, all Turnkey Properties come with a 90/180/365 day Maintenance Warranty. 365 days on anything we have addressed during our renovation (which can be found on the Scope of Work), 180-day maintenance on the HVAC system and 90 days within the 4 walls of the house (which would include everything, including the items we did not address). The Maintenance Warranty begins after the purchase date listed on the closing settlement statement. If a tenant is not in place at the time of closing, the warranty shall be extended appropriately beginning on the lease start date to give a full 90/180/365 day Maintenance Warranty.



Between renovation, property inspection, and this warranty, we are successful in substantially reducing maintenance costs during the first 18-month tenant lease, which helps in building our clients' cash flow reserves.

This warranty is our commitment that we stand by the work performed during property renovations and from the inspector's punch list. However, there are a few circumstances that are completely out of our control, which are listed in the exclusions below.

Certain circumstances are excluded from the 90/180/365 day warranty, including:

- Damage due to tenant negligence
- Vandalism/Theft
- Acts of God
- Force Majeure
- Power Surges
- Property is not managed by CB Properties or the Hoffman Team voids the entire warranty
- Appliances not installed by Memphis Turnkey
- Pilot lighting of furnace
- Vermin
- Products that fall under manufactures warranty
- Damage due to fire
- This policy defaults to a 30/180 (30 within the 4 walls and 180 on HVAC) if the property is discounted beyond list price.

Property Address: _____

Buyer: _____

Seller: _____

Date: _____



Dear Investor,

As you know, we are constantly developing new techniques and ideas for maximizing the returns on our properties. One of our largest expenses is insurance, and thus we have worked with a local broker, Insight Risk Management, to put together a program that will afford all of our clients the best possible coverage at the most competitive rates. By aggregating all of our insurance purchasing with a single company, we have been able to leverage the volume to get better pricing than can be achieved by any one investor.

This program is tailored specifically for our rental properties and has the following coverages:

1. Replacement cost coverage so that the insurance company is obligated to replace the property, subject to the deductible, without any allowance for depreciation or similar limitations
2. Limits of \$100 a square foot, which should be appropriate under most circumstances, though you should review your own home to ensure this is sufficient
3. Lost rents of \$12,000 a year should a large loss occur
4. \$5,000 deductible without any other charges such as depreciation or coinsurance
5. \$1,000,000 of general liability coverage per location, thus providing separate limits for each house. There is a \$2,000,000 aggregate.
6. Standard general liability wording without any exclusions for assault, battery, sexual abuse or animals
7. No coverage for contents, so you are not paying for any contents that you do not own
8. There is no vacancy limitation. Theft and vandalism is covered the entire term.
9. "A" rated carrier

A typical house costs about 33% less on this program than with other carriers, and no individual underwriting is required.

Sincerely

Alex Craig
President
Turnkey Properties



Quick Quote

Report for Q0742-01-00K

Quote Date: 06/27/2023

Quote ID: 91037

Insight Risk Management

7200 Goodlett Farms Parkway
CORDOVA, TN 38016

Insured Name	Property Address	Property Desc
	6806 Brookview Drive LITTLE ROCK AR 72209	Single Family Dwelling - Tenant

Construction Type	Bldg SqFt	Acres	Flood Zone	Sprinklers	Swimming Pool	Year Built	#Units
MASONRY	1369	0.0	NOT REQ	N	N	1966	1

Cvg Desc	Cvg Amount	Effective Date
Building	\$150,590.00	06/27/2023
Liability	\$1,000,000.00	06/27/2023
Loss of Rental Income	\$12,000.00	06/27/2023

Annualized Premium
\$854.88

Disclaimer

This is a Quick Quote and does not constitute a request for coverage, nor does it imply an offer of coverage from the carrier. Applicable surcharges and fees may vary based on effective date of the request for coverage. This Quick Quote considers current term rates and coverages only. Property characteristics may require SES to report a request for coverage to the insurance company underwriter. Premium amount may be subject to adjustment at underwriter's direction, or the request for coverage may be declined. You and your retail broker will be notified should this occur. Monthly premium can be calculated by dividing the annualized premium by 12. If monthly billing is applicable, the first month's invoice may be higher due to LB and/or XSLB coverage being charged. Please note, quotes for Multi-Family properties (5+ units) must be requested directly from SES Support, as Quick Quotes are not valid for our Multi-Family product/program.



Date: 10/26/2022

Thank you for your interest in the CB Properties & J Hoffman insurance program. It is written with Rockingham Casualty Company, an "A" rated carrier. Below is a summary of the program. If you have any questions, please feel free to reach out to us. This program was specifically designed for the rental houses that CB Properties and J Hoffman manage and has been tailored to fit their profile. Thus, to qualify for the program, your house must presently be managed by them. If at any time this is not the case, we will have to arrange for an alternative insurance arrangement for you. Likewise, CB Properties and J Hoffman have control over the overall program.

- Perils: Special. This is the broadest coverage available, though it excludes earthquake and flood. For more information about special perils, please follow this link: <https://www.irmi.com/term/insurance-definitions/special-perils>
- Valuation basis: Replacement cost. The policies replace any damaged building, without subtracting any amounts for depreciation, provided you rebuild. The alternative valuation basis is called Actual Cash Value, which depreciates the property and thus does not fully cover the cost to rebuild
- Older roofs: Any roof over 10 years is covered with actual cash value. Thus, owners will not receive the full cost to rebuild for older roofs since much of their useful life has already been exhausted.
- Limit: All houses are insured for a minimum of \$110 a square foot, though higher values can be used if you desire. Construction prices have increased recently so using a higher value is important. We use the County Assessor pages to estimate the square footage of the building and then multiply by \$110. If this is incorrect, then please let us know. Finally, if your house is valued at more than \$500,000, it is not eligible for the program.
- Other structures: We only insure the primary dwelling. If there are other detached structures such as carports or pool houses, then please let us know.
- Contents: No contents coverage is typically provided as most owners have no contents in the building. If your case is different, please let us know and it can be added.
- Business income: **\$12,000** loss of rents is included to protect against loss income due to an insurable event. This is \$1,000 a month, but if you need a higher limit, please let us know.
- Equipment breakdown: included with a \$1,000 deductible. This covers artificial electrical current and sudden / accidental breakdowns, but not simply old equipment whose useful life is exhausted.
- Deductible: **\$5,000** per occurrence. For houses valued at over \$250,000, a 2% wind / hail deductible applies. Finally, vacant houses have a \$10,000 deductible.

- General Liability: each house has a dedicated \$1,000,000 limit per occurrence / \$2,000,000 aggregate. Thus, any liability losses that occur to other members of the program have no effect on the limits that you will have dedicated to your home.
- **Vacancy: There is no limitation or reduction in coverage, other than the larger deductible. Theft and vandalism are covered.**
- Additional insureds: the management company as well as any lenders are automatically included as additional insureds on the policy at no extra charge.

To place coverage, we require the following:

- **Owner's written acceptance of quote and confirmation that CB Properties/J Hoffman is the property manager for the foreseeable future (e-mail is acceptable)**
- **Full name, address, phone number, and e-mail of the entity or person that owns, or will own, the property**
- **Mortgage company or lender, if any, with e-mail, complete address, and account number if available**
- **If this is a new purchase, the anticipated closing date**
- **If this is not a new purchase, the desired effective date of the coverage**
- **Payment (provided at closing if this is a new purchase). This program only accepts checks and credit/debit card payments. An invoice will be provided, and all payments will go to CIS, Services.**

If this property is a new purchase, we will send the certificate of coverage to the lender and/or closing attorney who will include the insurance premium as part of the closing costs. Otherwise, we will invoice the owner directly via e-mail.

Thank you for the opportunity to provide you a quote.

Property Management Fee Structure



- The monthly management fee is 10% of rent collected with a minimum of \$50. Turnkey clients enjoy a discounted rate of 9%.
- After purchase, the first tenant placement fee is waived. This is 80% of the first month's rent or \$800, whichever is greater thereafter.
- In addition to the vendor invoice and materials purchased, there is a 15% maintenance fee.
- There is a 5% fee if property management pays any invoices on the owner's behalf (i.e. attorney invoices, utility invoices, taxes, insurance, etc.) The owner has the option to pay these to avoid any additional markup.
- Lease renewal fees are \$195 for a 1-year lease and \$325 for a 2-year lease. This will be returned to the owner if the tenant moves out before fulfilling half of the renewal without the tenant paying a lease break fee.

Property Management FYIs

- To provide the possible best customer service to our investors and tenants, property management pays one month in arrears. This allows us to quickly service any maintenance issues our tenants experience and request wired funds, which can be an inconvenience for our investors.
- We collect a reservation fee from our tenants in lieu of a security deposit. While this acts *like* a security deposit, it differs in that property management doesn't keep these funds in an escrow account. Instead, it is paid to the investor as income after tenant occupancy. This essentially means you'll receive your security deposit upfront rather than when a tenant moves out.
- You will be assigned a portfolio manager to act as your point of contact for all communications. This portfolio manager will also be the point of contact for the tenant. Upon closing, you will be given that individual's direct line and an investor hotline so you are practically guaranteed to get a person on the phone whenever you call. This system allows us to provide best-practice customer service, which is a priority for us!
- We use PropertyWare property management software. For the best customer service, we strongly recommend utilizing the portal to communicate with your portfolio manager.
- The threshold for requesting owner permission on maintenance is \$400.
- We have clear transparency with our billing and maintenance. You will see before and after pictures along with a vendor invoice to match.



Client Video Testimonials

Click on the Image Below to Hear What our Clients are Saying About Us!



Also Check Out the Rest of Our **You Tube** Page for Interesting Videos about our Company, Real Estate Tips and Past Renovations. Click on The You Tube Logo Below to Get There!

