

Our Fill a Vacancy Service is great for someone that doesn't want to deal with the hassles of getting a vacancy filled but doesn't mind taking care of the regular management responsibilities once it is filled. This service is available anywhere in the United States.

Call for more details.

WHAT KASTEEL DOES	WHAT THE OWNER DOES
Vacancies	
Repost vacancy advertisements weekly: <ul style="list-style-type: none"> • Local newspaper • Post on craigslist.com weekly – FREE • Post in local classifieds • Post on Kasteel's website – FREE Work with owner if additional marketing is needed.	Pay advertising costs as necessary and as approved by owner. Instruct Kasteel what the local classifieds are that you would like to use.
Answer and/or return calls from perspective tenants beyond regular office hours until 9:00pm, Mon - Sat.	
Provide prospective tenants instant access to the unit with an access code.	Change the access code regularly for security. Ask for more details and find out how a keyless lock saves you money and fills your vacancies faster.
Qualify applicants against screening guidelines and share the results with the owner. Decline those applicants that don't qualify.	
Turn applicant over to Owner to sign owners lease and pay security deposit and rent.	Pay Kasteel one total payment of 5% of the first 12 months of rent. Due immediately after applicant becomes a tenant of the owner.
New Properties	
Verify property ownership.	
Office Procedures	
Maintain office hours Mon-Fri 9:00am – 5:00pm, closed holidays.	Limit calls to office hours.