



## **IROP Course Information**

The Independent Rental Owner Professional (IROP) designation program is offered to the rental owner who manages their personally-held multifamily property or properties. The independent rental owner serves several roles in property management, public relations specialist, administrator, chief financial officer, marketing director and operations manager. Independent rental owners who take the IROP course will learn the many business practices of professional property managers and can now earn the IROP designation after completing the course of study and passing the online exam. With the help of other independent rental owners who devoted their time and expertise to this program, you will receive an "insider's view" of property ownership and management practices.

### **Independent Rental Owner Professional (IROP) includes:**

- Media relations
- Personal safety
- Emergency response and disaster planning
- Human resource management
- Physical versus economic occupancy
- Alternative income opportunities
- Scheduling move-ins/outs
- Lease terminations (military and domestic violence situations)
- Key control
- Resident and neighbor relations

### **Subjects include:**

- Ownership and property management
- Employees
- Preparing the property
- Rent
- Marketing
- Applications
- Screenings
- Rental agreements and leasing forms
- Moving in
- End of the lease
- Resident problems
- Evictions
- Resident retention
- Taxes
- Protecting your investment
- Section 8