



Bell-Anderson's Management Profile

We currently employ four Community Association Managers, four Residential Rental Managers (single family homes and apartments) and a complete accounting and support staff. We manage over 350 residential units and 39 condo and homeowners' associations, ranging in size from 8 to 700 units.

Our main emphasis at Bell-Anderson and Associates, LLC, AMO®, is providing professional management and high quality administrative services for condos, apartments, and single-family residences.

Mission Statement

"As innovative leaders, the professionals at Bell-Anderson are dedicated to protecting and enhancing real estate investments in the communities we serve."

Company History

Bell-Anderson came into existence in 1963. However, its roots go back even further than that. Before Don Bell, Jr., and Gerry Anderson started Bell-Anderson, they each had long-established insurance/real estate firms of their own. In fact, Don Bell, Jr., began working for his father's insurance agency in 1946 after leaving the US Navy. Don and Gerry decided to combine their firms on September 1, 1963. Eventually they split the specialties. Gerry took the real estate division oversight and Don oversaw the company's insurance division.

It was in the late 60's and early 70's that Bell-Anderson started branching out into property management. One of the hottest trends at that time was the management of condominiums. In 1979, Don Bell was quoted in a local newspaper as saying, "If you can believe history, that's all we're going to have a few years from now." He was right. Today, condos and HOA's are the major development project of the day. From a business perspective, Bell-Anderson made a wise choice deciding to manage condominiums and homeowners' associations.

In the mid 1980's Don and Gerry sold their insurance division. With Don semi-retired and an offer from Prudential Benton, Inc. that they couldn't refuse, Don and Gerry closed the doors on their real estate sales division in 1992. At that time, they decided to continue their commercial real estate and property management divisions under the name of Bell-Anderson and Associates.

The company was purchased in September of 2002 by Tim and Vickie Gaskill. Vickie had been an employee of Bell-Anderson since 1986. She was Gerry's general manager for approximately three years before the purchase of the company.



How We Serve You

Obtain the Highest Rents

Our professionals know the current market demand and will work with you to determine the best price your unit should receive.

Least Amount of Time

Our marketing secures a wide cross section of clients with various housing needs. Time between tenant occupancy is significantly reduced.

Least Amount of Concern

We do all the work. We market and show your home. We will find qualified tenants by evaluating credit worthiness, rental history, employment stability, and criminal background. We will also screen, interview, and prepare necessary documents.

We keep records of all receipts, expenses and charges. Each month you will receive a financial accounting of all monies received and all monies paid out.

Upon rental of property and vacating the property, an inspection is made to determine the condition of the property. Should any damage occur, costs will be withheld from the tenant's security deposit along with any unpaid utility charges, unpaid rent, etc.

While doing all of the above, you can rest assured that the statutes of the Washington State Landlord Tenant Law are properly adhered to by the tenant and owners so as not to bring legal action against either party.

Our Fees

Lease Commissions – finding, qualifying, and securing a tenant for a specified period of the lease:

This section has been omitted according to anti-trust regulations. For a complete set of paperwork, including fees, contact Bell-Anderson directly at 253-852-8195.

Management Fee – Monthly rent collection and property management:

This section has been omitted according to anti-trust regulations. For a complete set of paperwork, including fees, contact Bell-Anderson directly at 253-852-8195.



Bell-Anderson Professional Property Management Offers the Following:

- Three Certified Property Manager's (CPM®) on Staff as well as Accredited Residential Managers (ARM®), two Master Property Managers (MPM®), Residential Management Professionals (RMP®), Certified Managers of Community Associations (CMCA®), and Associations Management Specialists (AMS®).
- Accredited Business since 2003 with an A+ rating from the Better Business Bureau.
- Centralized and Fully Computerized Accounting
- Full-time Property Managers
- 24 Hour Emergency Service
- Experienced and Dependable Staff including a full-time Maintenance Coordinator
- Membership in the Institute of Real Estate Management (IREM®), National Association of Residential Property Managers(NARPM®), National Apartment Association, and The Community Associations Institute (CAI®)
- Established, Family Owned Business Since 1963
- Member of a National Credit Bureau
- Up-to-date and Comprehensive Leasing Paperwork

We offer reliable and experience property management for all types of residential rentals. When looking for the best, we are confident that Bell-Anderson & Associates is the company for you.

Tenant Screening Process

At Bell-Anderson, we take great pride in our tenant screening process.

Our application is accompanied with a "Qualifying Standards" form so that any prospective tenant knows what is required to rent from Bell-Anderson. Once an application is submitted, a credit and criminal background check are run. We then verify previous rental history, income and employment by checking with past landlords and obtaining copies of previous pay stubs or tax statements.

In following these procedures we minimize the owner's risk by obtaining the best-qualified tenants for their property.



Bell-Anderson & Assoc., LLC, AMO®

Bell-Anderson and Assoc., LLC, has been approved as an ACCREDITED MANAGEMENT ORGANIZATION® (AMO®). The AMO® accreditation is the mark of distinction among real estate management firms. Only 520 firms in the United States and Canada have demonstrated the high level of professional competence necessary to become AMO® firms. This credential is granted by the Institute of Real Estate Management (IREM®). In 2005 and 2006, Bell-Anderson received the AMO® of the Year award from their local chapter in western Washington.

For real estate management firms, the AMO® accreditation provides industry-wide recognition for exceptional standards in all aspects of management. Each AMO® undergoes an independent financial review and must demonstrate financial stability and integrity. IREM® also requires AMO® firms to maintain specific insurance coverage to insure that their owner's investments are protected. Not every real estate management firm can achieve the AMO® accreditation. To earn the AMO® accreditation, a firm must meet IREM®'s strict criteria in professional education, ethics, business stability and financial standards.

Bell-Anderson and Associates, LLC, AMO® Achieves Prestigious National Designation – CRMC®

Bell-Anderson and Associates, LLC, a leading local company in the residential property management field, has just been awarded the prestigious CRMC® (Certified Residential Management Company) designation from the National Association of Residential Property Managers (NARPM®). This prestigious designation is held by only 42 property management companies nationwide and is reflective of the professional commitment made to the industry by Bell-Anderson.

“Receiving the CRMC® designation for my company was one of the proudest moments in my professional career,” said Vickie Gaskill, MPM®, RMP®, owner/broker of Bell-Anderson and current National President of NARPM®. The professional designation is awarded to property management companies that have completed the highest levels of achievement including specific course requirements as well as service to the NARPM® organization. A detailed examination of the company including a thorough audit of the company policies and procedures as well as letters of recommendations from clients and peers is required to pass the certification requirements.

The National Association of Residential Property Managers (NARPM®), founded in October 1988, provides a permanent trade organization for the residential property management industry. NARPM® continues to be the premier professional association of residential property managers, currently representing over 3,400 members comprised of real estate agents, brokers, managers and their employees. Their mission is to support the professional and ethical practices of rental home management through networking, education and designation.



Prepare your house just as if you were trying to sell it!

House-hunters typically begin their inspection of a property by previewing its "curb appeal." A surprising number of homes are eliminated from consideration before potential buyers (renters) get out of their car because they find the exterior appearance unsightly or uninviting.

Following are some basic suggestions for improving the marketability (rentability) of your home.

- Examine the lawn and flower beds, making sure the lawn is mowed and free of drainage problems. Colorful flowers and shrubs can enhance the home's attractiveness.
- Check the sidewalks and driveway to make sure they're free of weeds and clutter.
- Inspect the home's exterior, looking for loose, missing or damaged siding and brickwork, a cracked and uneven foundation, and gutters, downspouts or fences that are in disrepair. Paint or repair any problem areas.
- Clear the decks! Clean decks, patios and steps, removing unnecessary furniture, toys and debris. Tidy up any pet areas.
- Inspect the front door. A fresh coat of paint or stain and a clean doormat can help create an inviting "first impression."
- Check lighting, making sure pathways and entry have adequate illumination.

Inside the home, you should conduct an equally thorough inspection, since potential buyers (renters) are likely to open doors and cupboards, look into, look behind and operate everything to make sure the home offers the space, layout and features they need. Extensive redecorating isn't usually recommended, but all rooms should be clean and clutter-free. Think "light," "bright," "open" and "airy."

- Clear rooms (including closets and storage areas) of everything but the basics. Arrange furniture so rooms look spacious.
- Remove clutter from the basement and garage. Sweep floors, degrease spots and dust.
- Have carpets and drapes professionally cleaned.
- Patch walls and ceiling cracks, then repaint or wallpaper, using neutral shades.
- Check the basement for musty smells and signs of mildew or leaks, correcting any defects.
- Inspect bathroom and kitchen fixtures to make sure they sparkle, are leak-free and are otherwise functioning well. Remove stains from countertops, sinks, tubs and showers.
- Test major mechanical components, including the furnace, water heater and electrical system.
- Make sure windows and doors open and close easily. Replace cracked or scratched glass.
- Be aware of the amount and type of insulation.