



# PM FORMS

## Document Automation Utility for Timberline Property Management

### Processing Forms is Labor Intensive

Most Property Managers send out standard forms for original leases, notices, lease riders, lease renewals, three-day notices, and government forms for tenants. These standard forms are typically not automated and often require the use of "ye old" manual typewriters to complete. Often data that already exists in your accounting system must be manually typed onto these forms.

With **PM Forms for Timberline** you can easily create all your standard letters, leases, riders and other documents with the push of a button.

Data from Timberline populates various Microsoft Word Templates, easily and efficiently. The program has the ability to print forms for a specific tenant or for a group of tenants based on your selection criteria.

The program allows you to create your own templates plus it comes with many already created. We include a sample lease and a legal notice. Also included are the New York DHCR Lease Renewal, Window Guard Notice, Lead Paint Notice, and other forms for rent stabilized tenants.



### Includes sample templates

Available exclusively from Core Systems, Inc.  
280 No. Bedford Road  
Mt. Kisco, NY 10549  
(914) 244-4441