| 📖 GUIDE

The Property Manager's Guide to Getting Time *(and Sanity)* Back

How Smart Property Managers Are Reclaiming Their Week, Saving Money, and Improving Tenant Satisfaction

Based on insights from a 2024 study of hundreds of property managers across the U.S.

Tenant Screening ↻

Name	Status	Unit
Kathy Holmes	Approved	22B
Scott Mills	Approved	3A

Yearly Budget QUARTERLY ⌄

ACCOUNT	Q1	TOTAL
Application Fees	$1,500	$6,000
General Rep...		$3,400

Communications ✕

My Inbox
All Messages
Una...

Jennifer Ward

Hello! When is my rent due by? 9:30 AM

Rent is due by the 5th of ther month. 9:36 AM

How can I send my rent? 9:42 AM

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Introduction

If you're reading this, chances are you're spending your weekends chasing late rent payments, drowning in spreadsheets, or feeling
like you're running a business that runs you instead of the other
way around.

You're not alone. We recently surveyed property managers and owners across the country, and what we discovered will probably sound familiar: the average property manager is spending
76.3 hours per month on administrative tasks and rent collection alone.

That's nearly two full work weeks every month just keeping the lights on.

The good news? The most successful property managers in our
study found a way to reclaim nearly **three full work days per month** while simultaneously increasing their on-time payment rates and annual profits.

This guide will show you exactly how they did it.

The Hidden Time Drain That's Costing You Thousands

The Brutal Math of Manual Management

Let's start with some hard truths from our research.
Before implementing automated systems, property managers in our study spent:

40.9
hours per month on administrative tasks

35.3
hours per month on rent collection

76.3
hours per month on basic property management tasks

That's equivalent to hiring yourself as a part-time employee at $25/hour just to do paperwork. Except you're not paying yourself – you're losing that income opportunity.

The Compound Effect of Inefficiency

But time isn't the only thing you're losing. Consider this cascade effect:

Poor Payment Systems Lead To:
- Low on-time payment rates
- Countless hours spent on follow-up calls and emails
- Strained tenant relationships
- Cash flow problems that keep you up at night

Manual Processes Result In:
- Higher error rates in financial tracking
- Difficulty scaling beyond your current portfolio size
- Burned-out property managers (maybe that's you right now)
- Missed growth opportunities because you're too busy maintaining what you have

One property manager with an 85-unit portfolio from our study put it perfectly:

> **What used to take days now takes minutes. The automated rent collection alone saves me at least 3.5 hours every week."**

The 23-Hour Fix: What Our Research Revealed

The Numbers Don't Lie

When we analyzed the data from property managers who implemented comprehensive automation systems, the results were striking:
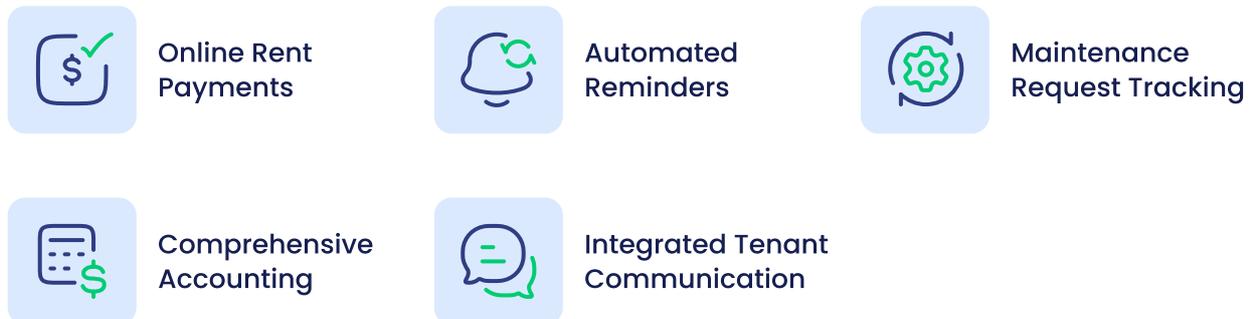
Time Savings & Financial Impact:

5.3	**30.2%**	**42.1%**	**$1,056**
hours per month on administrative tasks	overall reduction in time spent on property management tasks	reduction in rent collection time specifically	per month in monthly value ($483 direct savings + $573 in time value)

What Changed Everything

The property managers reaching these results weren't using magic – they were using the right tools for the right jobs. Here's what made the biggest difference:

Top 5 Game-Changing Features:

- Online Rent Payments
- Automated Reminders
- Maintenance Request Tracking
- Comprehensive Accounting
- Integrated Tenant Communication

From Chaos to Cash Flow: The Payment Shift

The Payment Problem That's Eating Your Profits

Let's acknowledge the elephant in the room: rent collection is probably your biggest headache.

Our research showed that property managers were spending an average of almost a full work week every month chasing rent payments—money that should be automatically hitting your account.

The Transformation Numbers

BEFORE

79.7%

of tenants paid
rent on time

AFTER

88.4%

average on-time
payment rate
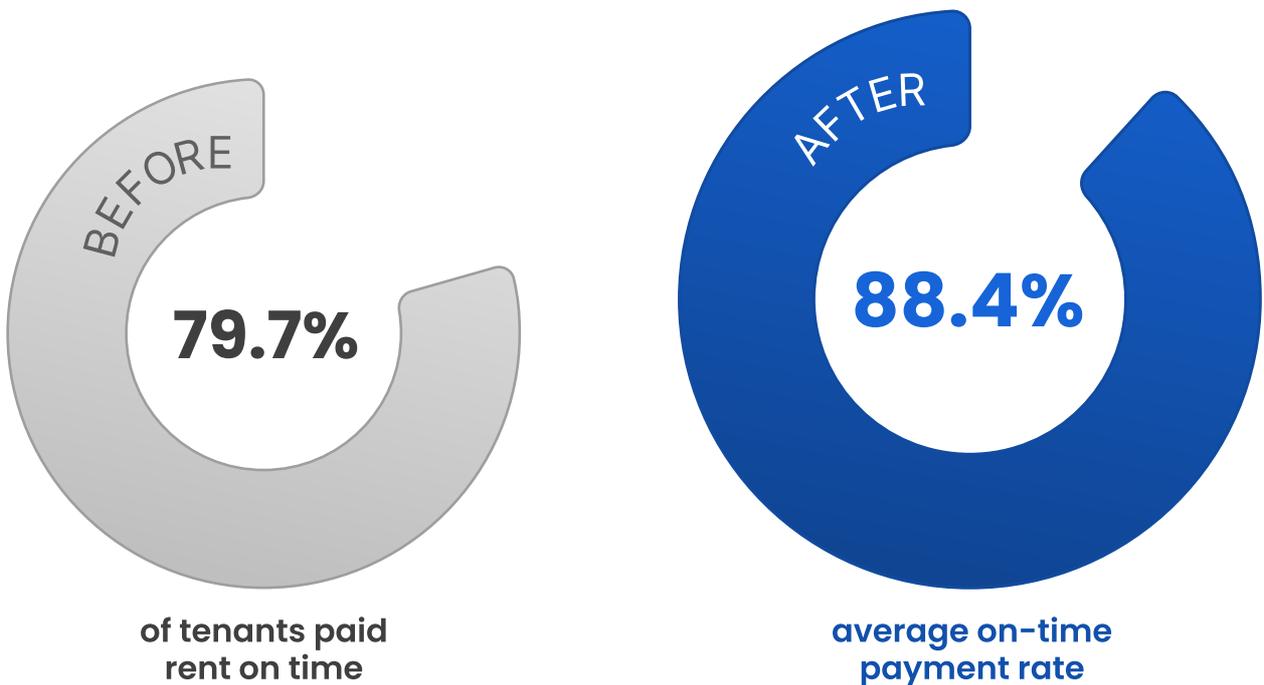
But here's where it gets really interesting – the results varied by portfolio size:

1–10 UNITS:

+6.1 points

11–50 UNITS:

+6.8 points

51+ UNITS:

+7.9 points

doorloop

The Secret Sauce: Automation + Convenience

A property manager with 1-10 units shared this insight:

> *DoorLoop sends our tenants reminders for upcoming rent payments, any late fees that will be added, and when they will be added to their balance. This feature of the automatic reminder has increased our tenants paying on time (or before payment is due) by at least 40%."*

The formula that's working for successful property managers:

1 Online payment portals make it easy for tenants to pay

2 Automated reminders keep payments top-of-mind

3 Automatic late fee application encourages timely payments

4 Real-time payment tracking gives you instant visibility

Breaking Free From the Manual Trap

The Three Categories of Property Managers

Our research revealed that property managers generally fall into three categories when it comes to their management systems:

CATEGORY 1

The Spreadsheet Warriors *(38.3%)*

These managers are still using manual methods, spreadsheets, and paper records. They're often drowning in details but missing the big picture.

CATEGORY 2

The Generic Tool Users *(27.0%)*

This group uses general accounting software like QuickBooks. They're more organized than the spreadsheet warriors but lack property-specific functionality.

CATEGORY 3

The Purpose-Built Tool Users *(34.7%)*

These managers use property management software or have transitioned from other property management platforms. They're seeing the biggest gains in efficiency and profitability.

The Migration Success Stories

Some of the most compelling feedback came from managers who made the switch:

FROM QUICKBOOKS USER:

The fact that this software has everything in one place is what sold me. I used to use Zillow for listing, apartments for management and payment then have to bookkeep in QuickBooks. I like going to one software and being able to see everything."

PROPERTY MANAGER, 11-50 UNITS

FROM PREVIOUS PROPERTY MANAGER:

The previous property manager, using QuickBooks/etc. would take about a full week to finish rent collection and generate reports. I'm able to do it in 1 day using DoorLoop."

PROPERTY MANAGER, 100+ UNITS

The Cost of Staying Manual

The bottom line? Sticking with manual processes will continue to cost you time, money, and opportunities for growth. By choosing to stay with outdated systems, you're essentially paying a hefty premium both financially and with personal stress.

Size Matters: Solutions for Every Portfolio

The One-Size-Fits-All Myth

One of the most interesting findings from our research was how different portfolio sizes have different pain points and priorities. What works for a 5-unit owner doesn't necessarily work for someone managing 100+ units.

SMALL PORTFOLIOS: 1–10 UNITS

Focus on Automation Basics

PRIMARY CHALLENGES:
- Limited time
- Need for simple tools
- Cost-consciousness

MOST VALUED SOLUTIONS:
- Online Rent Payments
- Automated Reminders
- Tenant Communication Tools

SUCCESS STORY:

> *Prior to implementing DoorLoop, our business staff/owner spent countless hours going around collecting rent from customers.*
> *That took time away from other things that could be done. It also took time away from family. With this new system, it gives that time back."*
>
> **PROPERTY MANAGER, 11–50 UNITS**

MID-SIZE PORTFOLIOS: 11–50 UNITS

The Sweet Spot for Growth

PRIMARY CHALLENGES:
- Balancing growth with operational efficiency
- Need for more sophisticated reporting
- Managing increasing complexity

MOST VALUED SOLUTIONS:
- Online Rent Payments
- Maintenance Request Tracking
- Comprehensive Accounting

SUCCESS STORY:

> *It allows me to self-manage my properties without paying the high fees that our previous management company charged for a poorly done job. It provides me with the tools to easily keep up with 48 properties all on my own."*
>
> **PROPERTY MANAGER, 11–50 UNITS**

LARGE PORTFOLIOS: 51+ UNITS

Enterprise-Level Efficiency

PRIMARY CHALLENGES:
- Managing complex financial reporting
- Optimizing staff productivity
- Maintaining consistency across large portfolio

MOST VALUED SOLUTIONS:
- Online Rent Payments
- Advanced Accounting Features
- Bank Connect & Reconciliation

SUCCESS STORY:

> *Before DoorLoop, we needed a part-time bookkeeper just to manage rent collection and accounting. Now we handle everything ourselves with just a few clicks, saving us over $400 every month in direct costs, plus at least 5 hours of my time each week."*
>
> **PROPERTY OWNER, 143 UNITS**

The Real Cost of Doing Nothing

The Annual Impact Calculator

Let's put this in perspective. If you're managing properties without proper automation, here's what you're potentially leaving on the table annually:

23 hours per month × 12 months = **276 hours per year**	276 hours × $25/hour = **$6,900 in lost opportunity cost**	$483/month × 12 months = **$5,796 in annual direct savings**
Potential elimination of part-time bookkeeper ($400-800/month)	**Slower payments, more errors, higher stress**	**Reduced need for multiple software subscriptions**

Total Annual Opportunity Cost: $12,696+

The Scaling Problem

But here's the real kicker: these inefficiencies compound as you grow. Every additional property managed manually requires proportionally more time and creates exponentially more complexity.

Managers in our study who stuck with manual processes found themselves hitting a ceiling around 15-20 units, while those who embraced automation were successfully managing 50, 100, even 200+ units with less stress than they had managing 10 properties manually.

Your Next Steps to Freedom

The Implementation Roadmap

Based on our analysis of the most successful property managers in the study, here's the proven path to reclaiming more of your time:

PHASE 1: **MONTH 1**

Payment Revolution

PRIORITY:

Implement online rent collection and automated reminders

ACTION STEPS:

1. Research property management platforms with robust payment features
2. Set up online payment portal
3. Configure automated reminder sequences
4. Communicate changes to tenants

PHASE 2: **MONTH 2**

Communication Centralization

PRIORITY:

Streamline tenant communication and maintenance requests

ACTION STEPS:

1. Implement tenant portal for communications
2. Set up maintenance request system
3. Create standard response templates
4. Train tenants on new communication channels

PHASE 3: **MONTH 3**

Financial Integration

PRIORITY:

Connect accounting and banking systems

ACTION STEPS:

1. Connect bank accounts for automatic transaction import
2. Set up chart of accounts for property management
3. Configure automated reporting
4. Eliminate manual data entry processes

The Success Criteria

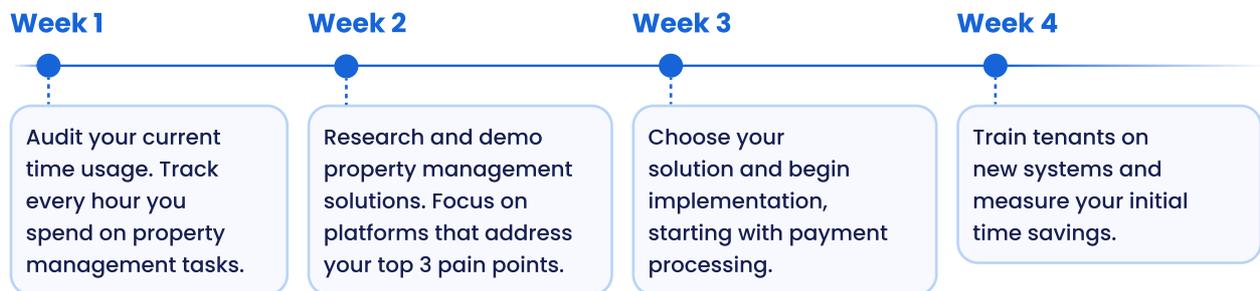You'll know you're on the right track when:

- ✅ 90%+ of rent payments arrive without any follow-up from you
- ✅ You can generate financial reports in under 10 minutes
- ✅ Maintenance requests are handled systematically, not chaotically
- ✅ You have time to focus on growing your portfolio instead of just maintaining it
- ✅ You sleep better knowing your systems are working while you're not

Warning Signs You Need to Act Now

If any of these sound familiar, you can't afford to wait:

- ⚠ You're spending weekends catching up on work
- ⚠ You've missed growth opportunities because you're too busy with your current properties
- ⚠ You're constantly stressed about cash flow timing
- ⚠ You're considering hiring help just to handle the administrative work
- ⚠ You've hit a wall in terms of how many properties you can manage

Getting Started: Your 30-Day Challenge

Week 1

Audit your current time usage. Track every hour you spend on property management tasks.

Week 2

Research and demo property management solutions. Focus on platforms that address your top 3 pain points.

Week 3

Choose your solution and begin implementation, starting with payment processing.

Week 4

Train tenants on new systems and measure your initial time savings.

The Bottom Line

The property managers achieving extraordinary results in our study aren't superhuman – they're simply using the right tools for the job.

They've discovered that **the cost of proper property management software is a fraction of the value it creates.** They're saving time, improving their tenant relationships, increasing their on-time payment rates, and building scalable businesses that don't require their constant attention.

The question isn't whether you can afford to implement these solutions – it's whether you can afford not to.

Every month you wait is another step away from the scalable, profitable property management business you deserve.

Want to Learn More?

The insights in this guide represent just a fraction of what we learned from our comprehensive study. Contact us for a free consultation If you'd like to:

Explore solutions tailored to your specific portfolio size and challenges

Browse additional resources for property managers, landlords, real estate investors, etc.

Don't spend another weekend chasing rent payments. Your time – and your peace of mind – are worth more than that.

Request A Demo →

🌐 **https://www.doorloop.com/**

This guide is based on a comprehensive Q2 2024 survey of property managers conducted by DoorLoop. All statistics and quotes are from verified customers and represent actual results achieved through implementation of comprehensive property management solutions.