InkWelle Simple Rental System

InkWelle's Simple Rental System was created for customers who have the need to collect rent from their tenants using a simple system. Configure it, set it in the rental space, and leave it alone. When the renters pay the rental system, you receive the money through normal SL means. It is not networked or accessed via a website, however it includes a console that will allow you to check the status of all your units within a sim with a simple menu.

For more information about this and other products by InkWelle, including a Support FAQ, please visit www.inkwelle.com.

For technical support, please IM Don Jano. For information about InkWelle and other InkWelle products, please IM Katie Welles.

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Section 1: Overview and Setup

The InkWelle Simple Rental System is an alternative to more complex rental systems that are available in Second Life. It was specifically designed to be simple to configure and use, and simple for your tenants to use.

This is a very simple product. This manual is only long only because it is thorough. ☺

1.1 User Access

The Rental Unit can be modified by the owner only. When it is clicked, it will know whether it is clicked by the owner, the tenant, or someone else and will respond differently.

1.2 Features

- The rental unit is a single copyable prim.

- Comes with "For Rent" and "Rented" textures which you can replace with your own

- When your tenant pays the unit, it becomes small, transparent, and phantom.

- When an unrented unit is clicked, it gives rental information

- Rentals are based on one or more weeks per period.

- When a rented unit is clicked, it tells them the status of their rental and prim usage.

- The System Console will respond to the owner only and will report on the status of all rental units within the sim that are owned by the same owner.

1.3 Setup

To set up the InkWelle Simple Rental System, you edit the Configuration Notecard with the rental information. In cases where you have multiple rentals with similar information, you would make the change to a single rental unit, then make multiple copies of it. Please see "Preparing For Rentals" later in this document for suggestions on how to prepare your land for renting. Each item in the Configuration Notecard is described in detail in Section 3 of this document.

1. Rez the rental unit. It will ask you to grant permission for it to take Linden Dollars from your account. This is necessary so that if somebody underpays, they can receive a refund. Go into Edit mode by right-clicking the unit and selecting "Edit."

2. On the General tab, set the object to the appropriate group.

3. On the Contents tab, edit the Configuration Notecard. Please see Section 3 for a full explanation of each setting.

4. Edit the Information Notecard so that it gives your message about the space that is for rent: the cost, the rules, your contact information, etc. Rename it so that it includes the name of your mall or rental area. See Section 6 later in this document for a sample that you can edit and use if you wish.

5. If you want to use textures other than those that came with the unit, replace the included textures with your own. They should be named "Available" and "Rented," or you can designate other names in the Configuration.

6. Return to the General tab and rename the object so that it reflects where the rental unit will be placed. For example "Kim's Shopping Mall, Space A2."

7. Place the unit in the rental space according to what you specified on the Configuration Notecard (on the floor or near the ceiling).

8. Make copies of this unit to place in your other rental spaces. Be sure to repeat step 6 for each unit.

Section 2: Operation

Following is a description of the process for using this system.

1. **Set up.** You set up your land as described in Section 5 of this document, and set up the InkWelle Simple Rental units as described in Section 1 of this document (the details of each setting in the Configuration Notecard is listed in Section 3).

2. **Potential tenant gets information.** A potential tenant sees the "For Rent" texture on the unit and the hover text. She clicks the box and receives chat that the unit is available and what the cost and prim allowance is. She is also asked if she would like to receive an Information Notecard.

3. **Getting a new tenant.** She decides to rent the space, so she right-clicks the unit and selects "Pay." The three payment fields are pre-populated with amounts beginning with your minimum. For example, if you set the "Period" to be one week, and the "Minimum to be "3", then the minimum amount in the fields will equal 3 weeks of the price that you set.

4. **Under-payment.** If the tenant under-pays, then the full amount is refunded. She is told that it was an underpayment and she is asked to try again.

5. **Receiving payment.** When she successfully pays, the amount is credit to your Linden Lab account, and you are sent an IM telling you that you have a new renter.

6. **Rental unit appearance.** The Rental Unit shrinks to a become a small, transparent, phantom box that is out of the tenants way but she can find it if she looks for it.

7. **Group invitation.** Depending on how you prepared the land (as described in Section 5 of this document), you must send the new tenant an invitation to the group so that she may set up her belongings on the land. You should always try to do that as soon as possible as the tenant is immediately charged for using the property yet cannot begin using it until she is invited to the group.

8. **Status check.** Any time the tenant wants to check to see how much time or how many prims are left in the unit, she can click the rental unit. You can also click the rental unit for the same information.

9. **Reminders.** Depending on the Reminder time that you set in the configuration, the tenant is sent an IM reminder that rent will soon be due.

10. **Rent due.** When the rent becomes due, the box reverts back to its normal size and transparency, but with the "Rent Due" texture. The tenant must pay for more time, or you can click the unit to get a menu to "Boot" the tenant, which will prepare it for the next tenant.

11. **Control unit.** If you have multiple units rezzed within a sim, you can rez the control unit anywhere in the sim and click it to receive a menu to check the status on all active rental units. The menu items are described in Section 4 of this document.

Section 3. Configuration Details

This section gives information for the each setting in the Configuration Notecard, with each item listed in the order in which they appear in the notecard.

Note: All of the configuration lines must be kept in the original order, and none of them should be removed, otherwise a configuration error will result when the configuration notecard is read.

NOTE: The pound, or "hash," sign (#) indicates a comment. Every line that is not an actual configuration must have a # in front of it or it will cause an error. You can add notes or comments for your reference as long as you put a # in front of it.

Floating banner text. This is the text that displays above the price per week The default setting is "Rent this space!"

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Price per week. This is the amount in Linden Dollars that is charged per week. If the rental unit is underpaid, then it will return the full amount to the user and ask that she try again. The default setting is L$150.

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Minimum rental weeks. This is the number of weeks that is the minimum rental period. Note that this number multiplied by the "Price per week" is amount that will show as the lowest possible payment amount. The default setting is 1.

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Maximum rental weeks. This is the maximum number of weeks that you will accept per transaction. This is a good way to allow you to "try" tenants before establishing a lengthy relationship with them. If you set this to 0 (zero) then you will not have a maximum. The default setting is 0.

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Rent warning advance notice. This is the number of days before rent is due that the tenant will receive a reminder that the rent will soon be due. The default setting is 2.

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Rent expiration warning interval. This sets how frequently the reminder message is sent to the tenant by setting the number of hours between messages. The default setting is 8.

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Prim limit. This is the number of prims that the tenant will be allowed to use while renting your space. Note that the Rental unit cannot prevent the tenant from going over the limit, so you should monitor the usage occasionally. Also see "Prim Warning Interval" below. The default setting is 25.

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Prim warning interval. If the tenant goes above the prim limit, then a standard prim warning is sent to the tenant and to the owner. This sets how frequently the prim warning message is sent to the tenant by setting the number of hours between messages. The default setting is 4.

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Sign color. This is the color of the "hover text" that displays above an unrented unit. Setting it to 0 0 0 will make it appear black, and 255 255 255 will make it appear white. The default setting is 0 200 255 (light blue). (Note that there is a single space between the numbers – no commas or other punctuation).

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Available Texture. This is the name of the texture in the Contents tab of the rental unit that is display on an unrented unit. The default setting is Available

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Rented Texture. This is the name of the texture in the Contents tab of the rental unit that is display on a unit that is rented. However note that you may choose to make the box transparent as well as changing the texture. The default setting is Rented.

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Rented Alpha. This is the level of transparency that the rental unit will take when it is rented. When the rent becomes due it will return to full visibility. It is best to leave this setting at least partly transparent so that your tenant can see it to click on it to make payments. The acceptable range is 0.0 (completely transparent) to 1.0 (completely opaque/visible). The default setting is 0.3. (Note that all numbers are formatted as a single digit, a period, and a single digit. So "zero" would be written as 0.0)

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Placement. When the rental unit is paid its rent, it changes to the "Rented" texture, it becomes at least partly transparent, and it shrinks to be smaller and out of the way. In order for this to work, you need to tell it if you plan to have it positioned near the ceiling or the floor. The default setting is floor. (Be sure to spell this in all lower-case letter.)

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IM rental expiration warnings. This sets whether you are sent copies of the notice that rent is soon going to be due. Acceptable settings are On or Off. The default setting is On. (Note that this is capitalized.)

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IM prim warnings. This sets whether you are sent copies of the notice that the tenant has gone over the prim limit. Acceptable settings are On or Off. The default setting is On. (Note that this is capitalized.)

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Show location in floating text. When unrented, this will cause the location of the rental box to be displayed in the hover text above the rental unit. The default setting is off.

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Section 4. System Console Details

The InkWelle Simple Rental System includes a System Console. If you use only one or two rental units, then you might choose not to use it. But if you have more than just a few rental units, the Console will allow you to easily monitor the status all your units with a single menu.

This section gives information about the System Console menu, with each item listed in alphabetic order.

To use the System Console, rez it anywhere convenient for you that is on the same sim as the units that you want to monitor. The rental units must be within 100 meters of the System Console in order to be accessed by it. Any unit farther away than 100 meters will not be detected. Because a sim is 256 meters wide, using your System Console near the center of your sim will enable it to reach most of the sim.

When you click a button on the menu, it will take a moment to collect information, then will give you the information via chat. An image of the menu is shown below:

All. This will list the units that are available, then gives you the "Stats" of all the units

Available. This lists the name and location of all the rental units that are available (unrented), and then states how many units are available:

> [Unit SW4] at Nevia 131, 116, 657
>
> [Unit SW5] at Nevia 150, 132, 657
>
> ---------- (2 boxes available) ----------

Config. This will list the main configuration settings for each unit, then will list how many units responded:

> [Unit SW4] Prims Allowed: 3 Base price: L$3 Min Weeks: 1 Max Weeks: 0
>
> at Nevia 133, 116, 657

Expiring. This will tell you which rental units are within the set "rent expiration warning" time period.

Glow!. This will cause all the rented units to "glow" so that they are easier to see.

NoPrims. This will tell you which rental units have tenants that have not used ANY prims. This might mean they still need to be added to the rental group so they will be allowed to rez objects in their store.

Overprim. This will tell you which rental units are in a state where the tenant has gone over their prim allowances.

Rented. This will tell you how many of the rezzed units are currently rented.

Stats. This will tell you the total number of units that are rezzed, how many are rented, and how many are available: (Rented: 0   Available: 2   Total: 2)

UnGlow!. This will disable the Glow! Feature.

Section 5. Preparing For Rentals

There are several ways that you can prepare your land for rentals.

If you are going to have multiple uses on your land, such as your own store on one half of your sim and a mall on the other half, then you should divide it into two parcels. Set the "mall parcel" to a unique group that will prevent non-members from rezzing or bringing objects onto, then require your tenants to become members of that group. Be sure that after adding your store buildings that there are still enough prims left over to accommodate your tenants. You do NOT need to have a separate parcel for reach tenant.

If you are going to have a small number of larger tenants, such as rental several small homes on an island, then consider separating the island such that each tenant will rent the entire parcel.

If your sim will be used for a single purpose – such as a single large mall or a single or group of rental home, then it is not necessary to divide the land into multiple parcels.

Section 6. Sample Information Notecard

Following is a sample of text from an Information Notecard as it would be used in a "small mall store" situation. Feel free to use this text, modifying it to suit your specific needs and inserting names where indicated.

< INSERT MALL NAME >

Welcome to the < INSERT MALL NAME > shopping mall – where your customers will find a relaxing shopping experience in a beautiful setting. Please IM < INSERT YOUR NAME > with your comments or questions.

Rent is L$150 per week and includes the following:
  * One 9.7 x 9.7 store with space for one sign
  * Free help creating your sign texture
  * 30 prims!
  * Access to nearby public beach for your customers or for your events
  * Set your own LM -- no telehub!
  * If you rent 2 adjacent stores, we would be happy to
     remove the middle wall.

Rules:
  * Minimum rental period is 3 weeks
  * No mature items (meaning no overtly sexual items like genitalia, etc)
  * Our goal is to rent to "upscale" merchants!
  * Limit of 2 freebies per store

* No autogreeters -- however a touch-LM giver is fine

 * No camping or prize chairs

 * Any light sources, particle items, or scripted items that are found to adversely affect sim perfromance will have to be removed.

 * Your items and signs must stay within your shop -- not outside of it or on top.

 * Renter or owner can discontinue rental agreement with no notice or reason *WITH REFUND* of unused rent.

Upon rental, < INSERT YOUR NAME > will send you an invitation to the <INSERT GROUP NAME > group. Once you have that membership, then you can set up your store.