

OKLAHOMA PROPERTY MANAGEMENT PRACTICE TEST (SAMPLE) STUDY GUIDE



SAMPLE STUDY GUIDE WITH LIMITED QUESTIONS

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Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

Remember: successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

How to Use This Guide

This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:

1. Start with a Diagnostic Review

Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.

2. Study in Short, Focused Sessions

Break your study time into manageable blocks (e.g. 30 – 45 minutes). Review a handful of questions, reflect on the explanations.

3. Learn from the Explanations

After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.

4. Track Your Progress

Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.

5. Simulate the Real Exam

Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.

6. Repeat and Review

Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.

There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!

Questions

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- 1. What is an important aspect of a landlord's right to access the property?**
 - A. They can enter whenever they please
 - B. They must give proper notice to tenants
 - C. They can conduct inspections monthly
 - D. They must announce entry in advance
- 2. What defines a "commercial lease"?**
 - A. A lease agreement for residential properties
 - B. A lease agreement for properties used for business purposes rather than residential living
 - C. A lease that includes utilities and maintenance
 - D. A short-term rental agreement
- 3. What is the first step a property manager should take when managing a new property?**
 - A. Set rental prices for each unit
 - B. Conduct a thorough inspection of the property
 - C. Search for potential tenants
 - D. Acquire insurance coverage
- 4. What is the maximum allowable security deposit in Oklahoma for a residential lease?**
 - A. Two months' rent
 - B. One month's rent
 - C. Three months' rent
 - D. Half a month's rent
- 5. In Oklahoma, what document outlines the agreement between the landlord and tenant?**
 - A. A lease agreement
 - B. A property management agreement
 - C. A maintenance agreement
 - D. A rental application

- 6. Why is it important for property managers to document all observations and actions taken regarding tenant complaints?**
- A. To settle disputes and protect against legal issues
 - B. To create a record for future tenants
 - C. To increase the value of the property
 - D. To impress property owners with detailed reports
- 7. What is the purpose of a property maintenance plan?**
- A. To generate more rental income
 - B. To ensure regular upkeep and preserve property value
 - C. To prepare the property for sale
 - D. To reduce the number of tenants
- 8. Under Oklahoma law, how much notice must be given for a nonpayment eviction?**
- A. 3-day written notice
 - B. 5-day written notice
 - C. 10-day written notice
 - D. 30-day written notice
- 9. What does "rent escalation" mean in property management?**
- A. Increasing rental rates based on market competition
 - B. Promotional offers for renewing leases
 - C. Increasing rents based on pre-determined factors in the lease
 - D. Conversation with tenants regarding rental issues
- 10. When are verbal agreements allowed in property management?**
- A. For leasing agreements only
 - B. For transactional brokerage situations
 - C. For tenant agreements only
 - D. For financial settlements

Answers

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1. B
2. B
3. B
4. B
5. A
6. A
7. B
8. B
9. C
10. B

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Explanations

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1. What is an important aspect of a landlord's right to access the property?

- A. They can enter whenever they please
- B. They must give proper notice to tenants**
- C. They can conduct inspections monthly
- D. They must announce entry in advance

A landlord's right to access the property is governed by specific regulations that emphasize the importance of proper notice to tenants. This requirement protects the tenant's right to privacy and ensures that they are aware of the landlord's intentions to enter the premises. Typically, landlords must provide reasonable notice—often defined by local laws or lease agreements—before entering, except in emergencies where immediate access is necessary. This notice requirement is significant because it establishes a respectful and lawful relationship between the landlord and tenant, allowing tenants to prepare for the visit and maintain their privacy. It ensures that tenants are adequately informed about the nature and timing of the landlord's entry, which is essential for preventing misunderstandings or disputes. In contrast, entering the property without proper notice or at any time can lead to possible legal repercussions for the landlord, including claims of illegal entry or invasion of privacy. This highlights the importance of adhering to the notification process outlined in rental agreements or local laws to uphold both parties' rights and responsibilities.

2. What defines a "commercial lease"?

- A. A lease agreement for residential properties
- B. A lease agreement for properties used for business purposes rather than residential living**
- C. A lease that includes utilities and maintenance
- D. A short-term rental agreement

A commercial lease is distinctly defined as a lease agreement specifically for properties that are used for business activities, as opposed to residential living spaces. This type of lease encompasses various types of real estate, including office buildings, retail spaces, warehouses, and industrial properties. The primary focus of a commercial lease is to facilitate business operations and can include unique terms related to business requirements, such as zoning laws, property usage, and maintenance responsibilities that differ from residential leases. In contrast, the other options pertain to different contexts: a lease for residential properties designates living arrangements; a lease that includes utilities and maintenance usually applies to residential situations; and a short-term rental agreement typically refers to temporary stays, which often falls under the category of vacation rentals or month-to-month agreements, not commercial leasing. Thus, the correct answer encapsulates the essence of what distinguishes a commercial lease in property management.

3. What is the first step a property manager should take when managing a new property?

- A. Set rental prices for each unit
- B. Conduct a thorough inspection of the property**
- C. Search for potential tenants
- D. Acquire insurance coverage

Conducting a thorough inspection of the property is the foundational step for a property manager managing a new property. This inspection allows the property manager to assess the overall condition of the property, identify any necessary repairs or renovations, and ensure compliance with safety and health regulations. By performing this detailed evaluation early on, the property manager gains a clear understanding of the property's current state, which informs later decisions regarding rental pricing, necessary maintenance, and improvements that may enhance tenant satisfaction and attract potential renters. Whether it's checking for structural issues, evaluating systems like plumbing and electrical, or noting cosmetic repairs, this step is crucial in setting up an effective management plan. Additionally, understanding the state of the property helps in forecasting maintenance costs and budgeting accordingly, which is essential for managing a successful rental operation. Without this initial inspection, decisions made about the property might be based on incomplete or inaccurate information, potentially leading to issues down the line.

4. What is the maximum allowable security deposit in Oklahoma for a residential lease?

- A. Two months' rent
- B. One month's rent**
- C. Three months' rent
- D. Half a month's rent

In Oklahoma, the maximum allowable security deposit for a residential lease is indeed one month's rent. This regulation is designed to protect tenants from excessive financial burdens at the beginning of a tenancy while also ensuring landlords have some level of security against potential damages or unpaid rent. The one-month limit is a common standard across many states, providing a balanced expectation for both parties involved in a rental agreement. This approach encourages fairness and aligns with the state's legal framework for residential leases, ensuring that landlords cannot exploit the security deposit as a means to impose high upfront costs on tenants. Understanding this limit is crucial for both tenants to manage their expenses and landlords to remain compliant with state laws.

5. In Oklahoma, what document outlines the agreement between the landlord and tenant?

- A. A lease agreement**
- B. A property management agreement
- C. A maintenance agreement
- D. A rental application

The lease agreement is the correct choice as it serves as the foundational document that outlines the terms and conditions agreed upon by both the landlord and the tenant. This agreement details essential aspects such as the duration of the lease, rent amount, payment terms, responsibilities for maintenance, and rules regarding the use of the property. It provides legal protection for both parties by establishing clear expectations and obligations. In the event of disputes, the lease agreement can be referenced to resolve issues based on the documented terms. While a property management agreement pertains to the relationship between a property owner and a management company, it does not specifically address the terms governing the landlord-tenant relationship. Similarly, a maintenance agreement focuses on the services related to the upkeep of the property, and a rental application is primarily a tool for screening potential tenants, not for defining the terms of occupancy or rights and responsibilities. Thus, none of those options fulfill the role that a lease agreement plays in the context of the landlord-tenant relationship in Oklahoma.

6. Why is it important for property managers to document all observations and actions taken regarding tenant complaints?

- A. To settle disputes and protect against legal issues**
- B. To create a record for future tenants
- C. To increase the value of the property
- D. To impress property owners with detailed reports

Documenting all observations and actions regarding tenant complaints is crucial for property managers primarily to settle disputes and protect against legal issues. When property managers maintain thorough records, they can provide clear evidence of their responses to complaints and the steps taken to address issues. This documentation can be vital in case of disagreements or misunderstandings with tenants, as it demonstrates the property manager's commitment to resolving problems in a timely and professional manner. Additionally, having a comprehensive record is invaluable in the event of legal claims, as it can show compliance with laws and regulations governing tenant rights. Proper documentation can protect the property manager and the property owner from potential lawsuits, fines, or other legal repercussions that could arise from unresolved complaints or perceived negligence. Ensuring that there is a clear and detailed account of actions taken also reinforces the property manager's credibility and professionalism, further assisting in dispute resolution.

7. What is the purpose of a property maintenance plan?

- A. To generate more rental income
- B. To ensure regular upkeep and preserve property value**
- C. To prepare the property for sale
- D. To reduce the number of tenants

A property maintenance plan is essential for ensuring regular upkeep and preserving the value of the property. This plan typically outlines routine maintenance tasks, schedules for inspections, and procedures for addressing repairs. By systematically maintaining the property, it helps to prevent small issues from escalating into larger, more costly problems, which can negatively affect the property's condition and market value. Moreover, a comprehensive maintenance plan enhances tenant satisfaction, as well-maintained properties tend to encourage tenants to stay longer and treat the property with greater care. This can lead to lower vacancy rates and, consequently, increased rental income over time. However, the primary focus remains on maintaining the integrity of the property and keeping it in good condition, which benefits both the property owner and the tenants. While generating more rental income and preparing a property for sale are common motivations for property management, and while reducing the number of tenants can relate to turnover management, these aspects are more secondary outcomes of effective maintenance rather than the central purpose of a maintenance plan itself.

8. Under Oklahoma law, how much notice must be given for a nonpayment eviction?

- A. 3-day written notice
- B. 5-day written notice**
- C. 10-day written notice
- D. 30-day written notice

Under Oklahoma law, a landlord is required to provide a 5-day written notice to a tenant for nonpayment of rent before initiating eviction proceedings. This notice serves as a formal communication that informs the tenant of the overdue rent and provides a specified time frame within which the tenant can settle the payment. If the tenant fails to pay the rent within the 5-day period, the landlord can proceed with the eviction process. This legal requirement is designed to give tenants a fair opportunity to rectify their nonpayment situation and ensures that they are fully aware of their obligations. Understanding this timeframe is crucial for both landlords and tenants, as it outlines the steps that must be taken legally before eviction actions can commence.

9. What does "rent escalation" mean in property management?

- A. Increasing rental rates based on market competition
- B. Promotional offers for renewing leases
- C. Increasing rents based on pre-determined factors in the lease**
- D. Conversation with tenants regarding rental issues

Rent escalation refers to the practice of increasing rental rates based on pre-determined factors outlined in the lease agreement. This means that specific conditions or metrics for rent increases—such as inflation rates, cost of living adjustments, or incremental increases at certain intervals—are established in advance. This allows both landlords and tenants to have clarity and predictability regarding future rent obligations, ensuring that rental income can keep pace with rising costs associated with property ownership, such as maintenance and taxes. This concept is critical in property management as it assures landlords that their rental income will maintain its purchasing power over time, while also providing tenants with an understanding of how and when their rent may increase, promoting transparency in their renting experience. Having such escalations predetermined can also help prevent disputes over rent increases, as both parties are aware of the expectations laid out in the lease.

10. When are verbal agreements allowed in property management?

- A. For leasing agreements only
- B. For transactional brokerage situations**
- C. For tenant agreements only
- D. For financial settlements

Verbal agreements are allowed in property management, particularly in transactional brokerage situations, because they can serve as informal understandings or agreements between parties during negotiations. In these contexts, while written agreements are highly encouraged for clarity and enforceability, a verbal agreement can still create a binding obligation as long as it complies with the basics of contract law, such as mutual consent and a clear intention to create legal relations. In property management, transactional brokerage often involves facilitating deals between buyers and sellers or landlords and tenants. During initial discussions and negotiations, parties might agree on certain terms verbally before formalizing those terms in writing. For example, a broker might convey an agreement verbally to move forward with the drafting of a lease or sale contract based on what was discussed, knowing that formal documentation will follow. Written agreements are highly recommended for leasing arrangements, tenant agreements, and financial settlements to avoid disputes and clarify the terms and conditions, which may lead to complications if only verbal agreements were relied upon. Nevertheless, the initial verbal discussions can pave the way for formal agreements in these cases, but they are generally not considered advisable to rely on exclusively in property management practice due to the potential for misunderstandings or lack of enforceability.

Next Steps

Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.

As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.

If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at hello@examzify.com.

Or visit your dedicated course page for more study tools and resources:

<https://okpropertymgmt.examzify.com>

We wish you the very best on your exam journey. You've got this!

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