

NEW OWNER/PROPERTY INFORMATION

OWNER INFORMATION

Owner Name _____

Mailing Address _____

Home Phone _____ Cell Phone _____ Other Phone _____

Email Address _____

PROPERTY INFORMATION

Property Address _____

Property Type: ___ Single Family ___ Duplex ___ Multi Family ___ Commercial

Number of Units _____

Basement No ___ Yes ___ ___ Full Basement ___ Partial Basement

Crawlspace No ___ Yes ___

Water/Sewer City W/S ___ Well ___ Septic ___ (Type: _____)

Garage No ___ Yes ___ Attached ___ Detached ___ # of Stalls _____

Yard Space No ___ Yes ___

On Water No ___ Yes ___ Description: _____

Will you provide lawn care? No ___ Yes ___ Comments: _____

Will you provide snow removal? No ___ Yes ___ Comments: _____

UNIT INFORMATION

Unit 1: Unit Address _____

Bedrooms ___ Bathrooms ___

Heating Type _____

Water Heater Gas ___ Electric ___

Laundry _____

Pet Friendly Yes ___ No ___

Rent Amount \$ _____

Electric: ___ Tenant Pays ___ Owner Pays

Gas: ___ Tenant Pays ___ Owner Pays

Water/Sewer: ___ Tenant Pays ___ Owner Pays

Trash Collection: ___ Tenant Pays ___ Owner Pays

Unit 1 Notes: _____

Unit 2: Unit Address _____

Bedrooms _____ Bathrooms _____

Heating Type _____

Water Heater Gas _____ Electric _____

Laundry _____

Pet Friendly Yes _____ No _____

Rent Amount \$ _____

Electric: _____ Tenant Pays _____ Owner Pays

Gas: _____ Tenant Pays _____ Owner Pays

Water/Sewer: _____ Tenant Pays _____ Owner Pays

Trash Collection: _____ Tenant Pays _____ Owner Pays

Unit 2 Notes: _____

NOTES/COMMENTS: _____
