

## **PROPERTY INFORMATION SHEET**

Owner Name(s): \_\_\_\_\_

Insurance Company: \_\_\_\_\_ Policy #: \_\_\_\_\_  
(General liability coverage of not less than \$300,000 is required)

SS or Tax ID# : \_\_\_\_\_ Please specify the name and SS # in which you would like us to file your 1099 tax form if different than listed: \_\_\_\_\_

Rental Property Address: \_\_\_\_\_

Sq. Ft. \_\_\_\_\_ Levels \_\_\_\_\_ View \_\_\_\_\_ # of bedrooms \_\_\_\_\_ # of baths \_\_\_\_\_

Monthly rental rate \$ \_\_\_\_\_ W & D \_\_\_\_\_ Connections only \_\_\_\_\_ Fireplace \_\_\_\_\_

Garage \_\_\_\_\_ Decks/Patio \_\_\_\_\_ Storage \_\_\_\_\_ Cable installed \_\_\_\_\_ Pool \_\_\_\_\_

Kitchen: dishwasher \_\_\_\_\_ stove/oven \_\_\_\_\_ microwave \_\_\_\_\_ refrigerator \_\_\_\_\_

ice maker \_\_\_\_\_ garbage disposal \_\_\_\_\_ other \_\_\_\_\_

Utilities Included in Rent: water/sewer \_\_\_\_\_ basic cable \_\_\_\_\_ exterminating \_\_\_\_\_ grounds care \_\_\_\_\_ garbage pickup \_\_\_\_\_ electric \_\_\_\_\_ Wi-Fi \_\_\_\_\_ Gas needed \_\_\_\_\_

Community amenities: \_\_\_\_\_

Electric Company \_\_\_\_\_ Water/Sewer Company \_\_\_\_\_

Location of mailbox: \_\_\_\_\_

Tax Map ID # \_\_\_\_\_ (number is located on your tax bill)

Pets allowed: yes \_\_\_\_\_ small pet considered \_\_\_\_\_ under 20 lbs \_\_\_\_\_ over 20 lbs \_\_\_\_\_  
No pets allowed: \_\_\_\_\_ No pets allowed per HOA: \_\_\_\_\_

Homeowners Association Management Company: \_\_\_\_\_

HOA Manager: \_\_\_\_\_

HOA telephone number: \_\_\_\_\_

Maintenance contracts or warranties: \_\_\_\_\_  
(Please provide contact # and warranty provider)

School District: \_\_\_\_\_ Located in MB City limits: \_\_\_\_\_