



We appreciate your inquiry for management of your home/duplex. I like to give out a few questions to find out more about you and your property before we talk in person. This way, once we do talk, it is a productive conversation in helping you decide if we are the right company for you. If you could please reply to this email by answering the following questions:

1. Please give brief description of your property?

Address									
City/State/Zip									
# of Units									
Year Built									
Contact Info (name/phone/email)									

Unit	SF	# Bdm	# Garages	DW	Micro	W-D	Pets	+ Storage	Other
(ie. Unit A)	1234	1	2	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		porch
(ie. Unit B)									

2. Why do you want to rent out your house through a property management company?

3. How much Rent do you want for your house? \$ /month

>What is the lowest Rent you will accept? \$ /month

>Will you pay any Utilities on the tenant's behalf (if so which ones, circle)

Electric Gas Other Heat TV/Cable WiFi/Internet

4. Do you have any maintenance issues that need to be addressed:

5. Approximately how much maintenance have you spent in the last year?

6. Approximately how much maintenance do you anticipate in expenses this year?

7. Do you have any restrictions:

8. Describe your personal management style in one word?

9. How did you hear about us? (referral, internet, etc.)

Looking forward to speaking with you soon!

