

## RENTAL PROPERTY PROFILE SHEET

It is required that a property profile sheet be filled out for each property. The Owner whose name appears on the line below will be the party authorized to transact on behalf of all owners any business concerning the property managed by Foothills Property Management. Social Security number(s) or Tax Identification Number(s) to be used by Broker in filing all returns should appear below. **Owner must provide insurance information.**

**PROPERTY ADDRESS:** \_\_\_\_\_

**Rental Range:** \_\_\_\_\_ (per month)  
**Accept Section 8 tenants for this property:** \_\_\_\_\_

**Lease Term Range** \_\_\_\_\_ months  
**Property previously Sect.8** \_\_\_\_\_

**Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City/State/Zip:** \_\_\_\_\_  
**Social Security #/ Tax ID #:** \_\_\_\_\_

**Business Phone:** \_\_\_\_\_  
**Home Phone:** \_\_\_\_\_  
**Mobile Phone:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

**Preferred Method of Contact:** \_\_\_\_\_

**Taxes/Insurance Escrowed From Rental Proceeds? Y N**      **Amount/Month:** \_\_\_\_\_

**All Other Owners:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

**DESCRIPTION:**

**TYPE OF PROPERTY:**

- a. HOUSE
- b. TOWNHOUSE
- c. CONDO
- d. APARTMENT
- e. DUPLEX
- f. MOBIL HOME  SINGLE WIDE  DOUBLE WIDE
- g. OTHER  Please Specify: \_\_\_\_\_

**SUBDIVISION:** \_\_\_\_\_  
**RESTRICTIONS:** \_\_\_\_\_  
**HOA/REGIME FEE:** \_\_\_\_\_

**LEVELS:**

- a. SINGLE
- b. DOUBLE
- c. TRIPLE
- d. BASEMENT
- e. BONUS ROOM

**FURNISHED: Yes No**  
**\*If property is furnished owner must provide a complete list of furnishings.**

**NUMBER OF BEDROOMS:** \_\_\_\_\_  
**HEATED SQUARE FEET (+/-):** \_\_\_\_\_

**NUMBER OF BATHROOMS:** \_\_\_\_\_

**PARKING:**

- a. ATTACHED GARAGE [\_\_\_]
- b. DETACHED GARAGE [\_\_\_]
- c. CARPORT [\_\_\_]

HEATING TYPE: \_\_\_\_\_ COOLING TYPE: \_\_\_\_\_

APPLIANCES	AGE	SERIAL #	WARRANTIES
STOVE			
REFRIGERATOR			
MICROWAVE			
DISHWASHER			
DISPOSAL			
WASHER			
DRYER			
OTHER			

**AMENITIES:**

- a. FENCED YARD [ ]
- b. PORCH [ ]
- c. DECK [ ]
- d. POOL [ ]
- e. FIREPLACE [ ]

Other: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SCHOOLS**

- a. ELEMENTARY: \_\_\_\_\_
- b. MIDDLE: \_\_\_\_\_
- c. HIGH: \_\_\_\_\_

Utilities/Services	Company Name	Paid By:	O	T
Electric Company:	_____	_____	_____	_____
Water & Sewer:	_____	_____	_____	_____
Gas Company:	_____	_____	_____	_____
Garbage Pickup:	_____	_____	_____	_____
Maintenance of Grounds:	_____	_____	_____	_____
Telephone Service:	_____	_____	_____	_____
Cable TV:	_____	_____	_____	_____

Other: \_\_\_\_\_

**SPECIAL TERMS/CONDITIONS:**

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**DIRECTIONS TO PROPERTY:**

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**RENT CHECKS WILL BE DISBURSED BY THE 15th OF THE MONTH.**