

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

Rental Price (If a condo, include association fees) \$ \_\_\_\_\_ Email: \_\_\_\_\_

Owner Phone: (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Property Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

- |   |   |   |   |
|---|---|---|---|
| <input type="checkbox"/> House              | _____ Bedrooms                                | <input type="checkbox"/> Smoking Allowed            | <input type="checkbox"/> Shed                         |
| <input type="checkbox"/> Townhouse          | _____ Bathrooms                               | <input type="checkbox"/> Satellite Dish Allowed     | <input type="checkbox"/> Fenced Yard                  |
| <input type="checkbox"/> Duplex             | _____ Square Feet                             | <input type="checkbox"/> Garage Stalls _____        | <input type="checkbox"/> Section 8                    |
| <input type="checkbox"/> Condo              | _____ Year Built                              | <input type="checkbox"/> Garage Automatic Opener    | <input type="checkbox"/> Home Warranty / Service Plan |
| <input type="checkbox"/> Apartment          | _____ Lot Size                                | <input type="checkbox"/> Garage Keyless Code: _____ | <input type="checkbox"/> Condo Board Approval Needed  |
| <input type="checkbox"/> No Pets Allowed    | \$ _____ Pet Fee (Monthly)                    | <input type="checkbox"/> W-9 Completed              | <input type="checkbox"/> Condo Bylaws                 |
| <input type="checkbox"/> Pets Allowed       | \$ _____ Pet Deposit _____ Ref _____ Non-Ref  | <b>Comments</b>                                     |   |
| <input type="checkbox"/> Case-by-Case Basis | \$ _____ Security Deposit                     |   |   |
| <input type="checkbox"/> Dog OK             | \$ _____ Cleaning Fee _____ Ref _____ Non-Ref |   |   |
| <input type="checkbox"/> Cat OK             | \$ _____                                      |   |   |

UTILITIES PAID BY	TENANT	OWNER
Gas		
Electric		
Water		
Sewer		
Trash		
Lawn		
<input type="checkbox"/> Well <input type="checkbox"/> Septic		
Water/Sewer Average:		
Electric Average:	Gas Average:	
<input type="checkbox"/> Propane If yes, Average:		

AMENITIES	YES	NO
Range/Stove		
Dishwasher		
Refrigerator		
Microwave		
Disposal		
Central Air		
Window Treatments		
Mini-Blinds		
Fireplace <input type="checkbox"/> Gas <input type="checkbox"/> Elec		
Sump Pump		

AMENITIES	YES	NO
Washer		
Dryer <input type="checkbox"/> Gas <input type="checkbox"/> Elec		
W/D Hookup <input type="checkbox"/> Gas <input type="checkbox"/> Elec		
Deck		
Patio		
Balcony		
Water Treatment/Softener		
Swimming Pool		
Hot Tub		
Basement Finished		

The following contract is between \_\_\_\_\_ (Owner(s) and Rental Property Consultants (RPC). Owner certifies that the property is legally owned by owners named above and the mortgage and taxes are current. Owner agrees the property stated above shall be listed for leasing by RPC. The owner hereby indemnifies, defends and saves the Agent harmless from all suits, claims, liabilities, costs and damages arising from or in connection with the leasing of the property. The rental agreement will be between the owner and the tenant.

**Leasing 85% of one month's fee:**

Rental Property Consultants will market the property. Rental Property Consultants will have access to the property to show prospective tenants. Rental Property Consultants will provide owner with a completed application, run credit checks, references and employment verification on prospective tenants. A summary of the tenant information will be given to owner. With recommendations from RPC, the owner will decide whether to accept or deny any applicant. Rental Property Consultants will coordinate the move-in. If Rental Property Consultants finds an acceptable tenant, owner agrees to pay Rental Property Consultants a commission of 85% of one full month's rent due upon lease signing.

**Referral 65% of one month's fee:**

Rental Property Consultants will market the property and will forward qualified leads to the owner. Rental Property Consultants will provide owner with a completed application, run credit checks, references and employment verification on prospective tenants. A summary of the tenant information will be given to owner. If Rental Property Consultants generates a lead for an acceptable tenant, owner agrees to pay Rental Property Consultants a commission of 65% of one full month's rent due upon lease signing.

If owner cancels this contract within the first 60 days, RPC will assess a \$100.00 advertising fee. Rental Property Consultants will not be liable for any actions residents may take after they assume occupancy.

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner Printed Name \_\_\_\_\_

Owner Printed Name \_\_\_\_\_

Owner Billing Address: \_\_\_\_\_

RPC Signature \_\_\_\_\_ Date \_\_\_\_\_

RPC Printed Name \_\_\_\_\_