

**PROPERTY DESCRIPTION**

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

**The premises shall include:**

- |   |                                       |   |
|---|---------------------------------------|---|
| <input type="checkbox"/> Stove/oven         | <input type="checkbox"/> Microwave    | <input type="checkbox"/> Central AC       |
| <input type="checkbox"/> Refrigerator       | <input type="checkbox"/> Dishwasher   | <input type="checkbox"/> Swamp Cooler     |
| <input type="checkbox"/> Washer/Dryer       | <input type="checkbox"/> Fireplace    | <input type="checkbox"/> Sprinkler System |
| <input type="checkbox"/> Garage Door Opener | <input type="checkbox"/> Key Fob/Card | <input type="checkbox"/> Parking Permit   |

No. of Garage Openers: \_\_\_\_\_ No. of Key Fobs/Cards: \_\_\_\_\_

Garage Code: \_\_\_\_\_ Gate Code: \_\_\_\_\_

Mailbox No.: \_\_\_\_\_ Parking Space No.: \_\_\_\_\_

Mailbox Location: \_\_\_\_\_

Parking Space Location: \_\_\_\_\_

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

***\*\*Please submit all keys/remotes/permits to Phoenix Realty when submitting this agreement\*\****

**Utilities Included:**

- |                                       |                                       |                                      |
|---------------------------------------|---------------------------------------|--------------------------------------|
| <input type="checkbox"/> Water/Sewer  | <input type="checkbox"/> Gas          | <input type="checkbox"/> Cable       |
| <input type="checkbox"/> Trash        | <input type="checkbox"/> Electricity  | <input type="checkbox"/> Landscaping |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> Other: _____ |                                      |

Gas/Electric Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Water/Sewer Company: \_\_\_\_\_ Phone: \_\_\_\_\_

Trash Company: \_\_\_\_\_ Phone: \_\_\_\_\_

**Amenities Included:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Pool           | <input type="checkbox"/> Hot Tub         | <input type="checkbox"/> Athletic Courts                          |
| <input type="checkbox"/> Clubhouse      | <input type="checkbox"/> Business Center | <input type="checkbox"/> Park / <input type="checkbox"/> Dog Park |
| <input type="checkbox"/> Fitness Center | <input type="checkbox"/> Movie Theater   | <input type="checkbox"/> Other: _____                             |

**Pets:**

- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Dogs Allowed | <input type="checkbox"/> Cats Allowed |
|---------------------------------------|---------------------------------------|

**Home Owner Association:**

HOA Name: \_\_\_\_\_ Phone/Email: \_\_\_\_\_

***\*\*Please provide short version of HOA Rules and Regulations\*\****

**Existing Tenancy:**

Current Tenant(s): \_\_\_\_\_ Lease Expiry: \_\_\_\_\_

Phone(s): \_\_\_\_\_ Email(s): \_\_\_\_\_

*\*If owners currently occupy the home, please write the date the home will be vacated below:*

Vacancy Date: \_\_\_\_\_

**Insurance:**

Company Name: \_\_\_\_\_

Agent Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Policy No.: \_\_\_\_\_ Deductible: \_\_\_\_\_

**Utility Locations:** (Indicate location of utility on property or N/A if not applicable)

Breaker Box: \_\_\_\_\_

Furnace & A/C: \_\_\_\_\_

Water Heater: \_\_\_\_\_

Sprinkler Control Box: \_\_\_\_\_

Sprinkler Water Shutoff: \_\_\_\_\_

Crawlspace Access: \_\_\_\_\_

Attic Access: \_\_\_\_\_

Gas Shutoff: \_\_\_\_\_

Interior/Exterior Water Shutoff: \_\_\_\_\_

**How Did You Hear About Us?**

\_\_\_\_\_

***Thank You for choosing Phoenix Realty and Property Management, Inc.***