

<b>Owner Information Sheet:</b>	
<b>Property Owner:</b>	<b>Mobile Number:</b>
<b>Property Owner:</b>	<b>Mobile Number:</b>
<b>Property Address:</b>	
<b>Owners Email (s):</b>	

Please fill in the following items that apply to you or your property and return to NRB at your earliest convenience.

Utilities:	Company Name	Phone Numbers
Sewer/Septic:	_____	Phone: _____
Electricity:	_____	Phone: _____
Gas:	_____	Phone: _____
Water:	_____	Phone: _____
Garbage:	_____	Phone: _____
Any Utilities paid directly by the owner? Yes or No ? Which? _____		

<b>Home Owner Insurance Info:</b>		<b>Home Warranty Info:</b>	
<b>Insurance Company:</b>		<b>Home Warranty Company:</b>	
<b>Insurance Agent:</b>		<b>Home Warranty Co. Phone #:</b>	
<b>Agent's Phone #:</b>		<b>Home Warranty Policy #:</b>	
<b>Insurance Policy #:</b>			

<b>Misc Info:</b>		<b>HOA Info:</b>	
<b>Alarm Company:</b>		<b>Development Name:</b>	
<b>Alarm Co. Phone #</b>		<b>HOA Management Co:</b>	
<b>Alarm Keypad Code:</b>		<b>HOA Mgnt Co. Address:</b>	
<b>Gardner Name &amp; #:</b>		<b>HOA Mgnt Co. #:</b>	
<b>Paint Brand:</b>		<b>Copy of Homeowner Rules &amp; Regulations:</b>	
<b>Mail Box #:</b>		<b>Gated Community: Y/N    Gate Code:</b>	
<b>Misc Info:</b>		<b>Misc Info:</b>	

**Accounting: Please have a SEPARATE account for your rental properties.**

**Bank Complete Name & Address (For Lease Purpose):**

- You will need to provide the following:
1. Bank Deposit Slips: Please send to PO Box 624, Spanaway WA 98387
  2. Bank Name: \_\_\_\_\_ Account Number: \_\_\_\_\_
  3. 3 COMPLETE sets of house keys, 3 mail keys, and 2 garage door openers (if applicable)

**Expected Amount of Rent:**

**Expected Date Home will be available for Rent:**

**Billing Address for OWNER:**

**Maintenance:**

Any items requiring repair must be approved by owner, unless emergency repair has been authorized by NRB Property Management, LLC. Reimbursement will follow. Please list items in need of repair here:

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Any stipulations Owner would like to see on lease agreement?

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**Housing Details:**

<b>Owner Name:</b>	
<b>Bedroom (s):</b>	<b>Family Room:</b>
<b>Bathroom (s):</b>	<b>Dining Room:</b>
<b>Garage (s):</b>	<b>Office/Den:</b>
<b>Square Foot:</b>	<b>Bonus Room:</b>
<b>Stories:</b>	<b>Utility Room:</b>
<b>Fenced:</b>	<b>Loft:</b>
<b>Heating Type:</b>	<b>Extra Storage:</b>
<b>Filter Size:</b>	<b>Fully Fenced:</b>
<b>A/C:</b>	<b>Deck:</b>
<b>Fireplace (s):</b>	<b>Shed:</b>
<b>Refrigerator:</b>	<b>RV Parking:</b>
<b>Dishwasher:</b>	<b>Sprinkler System:</b>
<b>Microwave:</b>	<b>Alarm System:</b>
<b>Stove:</b>	<b>Hot Tub:</b>
<b>Garbage Disposal:</b>	<b>Pond:</b>
<b>Flooring:</b>	<b>Community Features:</b>
<b>Misc.</b>	<b>Misc.</b>
<b>Misc.</b>	<b>Misc.</b>
<b>Misc.</b>	<b>Misc.</b>
<b>Misc.</b>	<b>Misc.</b>

**Owner's favorite features:**


<b>Date Avail.</b>	<b>Pet (s) Ok:</b>
<b>Rent:</b>	<b>Pet Deposit:</b>
<b>Deposit:</b>	<b>Misc.</b>
<b>Misc.</b>	<b>Misc.</b>

**Comments:**
