

# Solutions Realty Network, Inc. - New Property Data Sheet

## Property Address

Street Address:		
City:	State:	Zip:
Subdivision or Complex:		County:

## Owner Information

Owner/Contact Name or Names:		
Entity Type, If any:	Business Name:	
Mailing Address, # & Street:		
City:	State:	Zip:
Phone: Cell #	Work #	Home #:
Email Address:		Alt Email Address:

## HOA Information

Is the property in a HOA? Yes___ No___	If yes, does the HOA grant permission to lease this property? Yes___ No___
<b>Note: If the property is in an HOA, you must submit an electronic copy of the HOA covenants to our office</b>	
Does HOA require any specific inclusions in a lease? Yes___ No___	If yes, describe:
Does HOA limit pets by Qty., breed or weight? Yes___ No___	If yes, describe:
Does HOA limit type of vehicles that may be parked on property? Yes___ No___	If Yes, describe:
HOA Company Name:	HOA main contact:
HOA Phone:	HOA email:

## Property Description

Year Built	# of Bedrooms	# of Full Baths	# of Half Baths
Floors: Hardwood___ Carpet___ New Carpet___ Tile___		Fireplace: Wood-burning___ Gas Log___ Decorative Only___	
Kitchen: Stone Countertops___ Stainless Appliances___ New Appliances___ Other:			
Appliances: Dishwasher___ Disposal___ Refrigerator___ Gas Stove___ Electric Stove___ Microwave___ Washer___ Dryer___			
HVAC: Gas Furnace___ Heat Pump___ Electric floor registers___ Central air___ Window units___ Other:			
Room Description: Separate dining room___ Eat-in Kitchen___ Master on Main___ Utility Room___ Pantry___ Open Floor Plan___			
Features: Deck___ Patio___ Trey Ceilings___ Ceiling Fans___ Pool___ Hot tub___ Fenced Back Yard___ Alarm System___			
Finished Basement___ Unfinished Basement___ City Water/Sewage___ Septic Tank___ Well Water___			
Other Features (attach List, if necessary) :			

## Neighborhood/Complex Amenities

Pool___ Tennis___ Fitness Center___ Business Center___ 24 X 7 Concierge___ Club House___ Movie theater___
Gated Community___ Proximity to Restaurants___ Other (describe):

## Parking & Mailbox

1-car garage___ 2-car garage___ Deck___ Carport___ Driveway Only___ Street Only___ Parking Lot___		
If Garage: Manual___ Automatic___ # of Remotes Available___		
Maximum # of cars allowed at any given time	Assigned Parking Spaces	Mailbox Number
Other (describe):		

## Access Codes & Remotes

Gate Code:	Alarm Code:	Remote Devices Required: Magnetic Card___ Gate Clicker___
Other (describe):		

## Lawn Maintenance

Tenant is responsible for lawn___ Owner is responsible for lawn___ HOA is responsible for lawn___		
Other (describe):		

# SRN - New Property Data Sheet

## Pet Policy

Will you allow Pets? Yes \_\_\_ No \_\_\_ Weight Limit? Yes \_\_\_ No \_\_\_ If yes, # of pounds: \_\_\_\_\_

Notes on Pets:

## Utilities

Water Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Electric Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Gas Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Sewage Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Garbage Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Internet Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Cable TV Tenant Pays \_\_\_ Owner Pays \_\_\_ HOA Pays \_\_\_ N/A \_\_\_

Other:

## Home Warranty

Is a home warranty in effect? Yes \_\_\_ No \_\_\_ Warranty company: \_\_\_\_\_ Policy #: \_\_\_\_\_ Phone: \_\_\_\_\_

## Service Contracts and Vendor Information

List any service contracts on the property that SRN needs to know about, Include vendor contact information (i.e.: lawn service, pest control, etc.)

## Optional Services Requested

\_\_\_ Additional interior property inspection with photos & written report (annual inspections are mandatory): \$95.00

\_\_\_ Spring & Fall gutter cleanout: \$100 per story of home (Failure to maintain gutters often leads to massive repair bills)

\_\_\_ Interior Insect Control, annual: Price depends on home, quote will be provided

\_\_\_ Quote on alarm system

\_\_\_ Quote on security cage around exterior HVAC system

## Additional Notes on the Property

Attach additional list if necessary.

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

\_\_\_\_\_  
Date