

NEW RENTAL MANAGEMENT CHECKLIST

PROPERTY ADDRESS: _____

Dear OWNER/LANDLORD: Please indicate preferences and initial by each blank if you understand and approve of the effects and requirements of each item as it pertains to your rental property:

___ Pets?

___ Students?

___ Smoking?

___ Any services included in rent (lawn, pool, water electric, etc.)?

___ Mandatory general cleaning charge?

___ Mandatory carpet cleaning charge? (normal wear cannot be deducted from deposit)

___ Mandatory key charge?

___ Move out on "sale" clause...60-90 days?

___ Fire Extinguisher (required by law)

___ Smoke Detectors (required by law)

___ 2 sets of keys (required by Mgmt. co.)

___ Home Warranty?

___ Utilities ON?

___ Extra AC filters?

EXECUTED this _____ day of _____, 20_____.

_____ LANDLORD _____ LANDLORD