

**EXHIBIT A
PROPERTY DESCRIPTION**

Property Address: _____ Date: _____

Property Description: _____

Name of Insurance Carrier: _____ Agent: _____

Address Insurance Carrier: _____ Phone: _____

Landlord's Name: _____

Address: _____

Phone(s): _____

E-mail: _____

Emergency Contact: _____

Name	Relationship
_____	_____
_____	_____
_____	_____
_____	_____

FEES

Pets Allowed No Pets Allowed

Number of Pets allowed: _____ Dog/cat/size limit? _____

Rent \$ _____ Security Deposit \$ _____ Lease term: _____

UTILITIES

(please check the appropriate boxes)

Tenant Pays: Gas Electric Water Trash

Landlord Pays: Gas Electric Water Trash

DESCRIPTION

Type: Single Family Multi-family Brick Siding

Construction: Ranch Bi-Level Tri-level Fourplex Duplex

of bedrooms : _____ # of baths: _____ Basement? Yes No Finished? Yes No

Garage: Yes No # of spaces in garage: _____ Garage door opener? Yes No

Storage Shed? Yes No

Hot water heater: Electric Gas

Heat type: Electric Gas Water baseboard

Location of furnace: _____

Location of hot water heater: _____

Location of water shut-off valve: _____

AMENITIES:

Closet/storage space description: _____

Stove: Gas Electric

Fireplace/wood stove: Yes No

Swamp Cooler: Yes No

Air Conditioner: Yes No

Washer/Dryer: Yes No

Washer/Dryer Connections: Yes No

Window Coverings: Yes No What kind? _____

Fenced Yard: Yes No Back/front/both? _____

Grass: Yes No Back/front/both? _____

Sprinkler System: Yes No Back/front/both? _____

	TENANT RESPONSIBLE	LANDLORD RESPONSIBLE
Water/sewer		
Electricity		
Natural gas		
Trash removal		
Lawn mowing		
Lawn watering and maintenance		
Snow removal		
Phone and cable television		
High speed Internet		

Special Instructions: _____

Comments: _____
