



EXHIBIT "B" PROPERTY OWNER INFORMATION & UNIT DESCRIPTION

Please print or type so we can enter accurate information into our database. Please note that this information is not to be considered as part of the Management Agreement. Thank You

OWNER #1 INFORMATION

First Name

Last Name

Company Name

Your Address Line 1

Your Address Line 2

City

State

Zip Code

% Ownership

Email Address

Name as to Appear on Check

Work Phone

Home Phone

Mobile Phone

Fax Number

Tax ID# or SS# *

Required

Preferred Method
of Payment?

Direct Dep.

Check

OWNER #1 BANKING INFORMATION (REQUIRED FOR DIRECT DEPOSIT)

Required for Direct Deposit.

Bank Name

Account Type

Routing

Account Number

Driver's License Number

Driver's License State



OWNER #2 INFORMATION

First Name

Last Name

Company Name

Your Address Line 1

Your Address Line 2

City

State

Zip Code

% Ownership

Email Address

Name as to Appear on Check

Work Phone

Home Phone

Mobile Phone

Fax Number

Tax ID# or SS#

Preferred Method
of Payment?

Direct Dep.

Check

OWNER #2 BANKING INFORMATION (REQUIRED FOR DIRECT DEPOSIT)

Required for Direct Deposit. Please Note, if you want multiple deposits, fill out this section.

Bank Name

Account Type

Routing

Account Number

Driver's License Number

Driver's License State

Additional owners? – Print multiple copies of this sheet and attach.



PROPERTY INFORMATION

Property Address Line 1

Property Address Line 2

City State

Zip Code

HOA INFORMATION

Name Address

Phone Email

CURRENT TENANT INFORMATION

Name Home Phone

Work Phone Monthly Rent

UNIT INFORMATION

Smoking? Notes

Yes No

Pets? Notes

Yes No

Utilities

Electric? Notes

Tenant Owner

Gas? Notes

Tenant Owner

W/S/T? Notes

Tenant Owner



AMENITIES

Type

House	Duplex	Apt.	Condo	Other	If other, describe:	
Bedrooms: Main Level	Bedrooms: Upper		Bedrooms: Basement			
Bathrooms: Main Level	Bathrooms: Upper		Bathrooms: Basement			
Square foot	Year Built					
Parking: Off Street	Parking: Garage		Parking: Carport			
A/C?	Central	Swamp				
Cable TV?	Wired	Dish	Other	Other:		
Disposal?	Yes	No				
Dishwasher?	Yes	No				
Electric Heat?	Yes	No	Gas Heat?	Yes	No	
Fire Place?	Yes	No	Fire Place Type?	Gas	Electric	
Fenced?	Yes	No				
Furnished?	Yes	No				
Patio / Deck?	Yes	No				
Fridge?	Yes	No	Fridge Range?	Yes	No	
			Fridge Type?	Gas	Electric	
Shed?	Yes	No	Available to tenant?	Yes	No	
Sprinklers?	Yes	No	Sprinklers shut off location:			
Hook-ups?	Yes	No				
Laundry Room?	Yes	No				



OTHER

of House Keys # of Mailbox Keys # of Garage Door Openers

Date Available Desired Rent

Sign Poster Yes
 No

Referral Source
Phone Book Newspaper WWW Other If other, describe:

Advertising
Yard Sign Newspaper WWW Other If other, describe:

Outstanding Maintenance

HELPFUL INFORMATION

Utilities:

If you are requiring the tenants to pay utilities, you will need to contact the gas and electric companies for your property to set up a "landlord tenant agreement" as required in the Management Agreement. For single-family homes, you will need to contact your water, sewer and trash companies and change the billing address to our company. That way, we can bill the tenant directly. It is helpful to add 'Property Solutions of Utah' to the account so we can assist with any coordination or questions.

Business License:

It MAY also be necessary for you to obtain a business license for your property - as this is considered an income property. It is your responsibility to abide by all laws and regulations regarding this business relationship. Our office can assist you in the process if you would like.

Direct Deposits:

We do offer direct deposits for rent disbursements. If you would like to take advantage of this, please let us know and we will assist you in setting this service up.

HOA / CC&R's:

If your property is involved with a Home Owners Association, we will need a copy of the CC&R's as well as contact information. Also be sure you have received permission from the Home Owners Association to rent your property.

Property Owner Signature

Date of Signature

Property Owner Signature

Date of Signature