



Kahn - A Family Serving the Alabama Business Community Since 1871

PROPERTY WORKSHEET

Please complete all applicable information

Property Address: _____ Zip Code: _____

Owner: _____

Owner SSN/FEIN: _____

Owner Status: Single Property Owner Multiple Property Owner

Owner's Address: _____

City/State/Zip: _____

Mortgage Info (Only needed if payment to be made by Property Management)

Company Name: _____

Company Address: _____

City/State/Zip: _____

Mortgage ID#: _____ Payment Amount: \$ _____

Balance Disposition: Send to Owner Hold for Owner Direct Deposit Mortgage

Bank Information for Direct Deposit Name: _____

Account#: _____ Routing #: _____

Address: _____

City/State/Zip: _____

Insurance Company: _____

Address: _____

City/State/Zip: _____

OL&T Insurance: Home Provided by Owner

Commission (Percent and/or Flat Fee): _____

General Comments: _____

Rent Price Range: \$ _____ (Highest) \$ _____ (Lowest)

PM Dept Suggestion: \$ _____ Start Advertising: \$ _____

Bedroom(s): _____ Bathroom(s): _____ Square Feet: _____

Area Location: North Montgomery South Montgomery East Montgomery
 West Montgomery Central Montgomery Hope Hull
 Millbrook Prattville Wetumpka

Type: House Condo Apartment
 Duplex Triplex Fourplex
 Townhouse Mobile Home Other

Floor Plan: Single Story 2-Story 3-Story
 Multiple Story Split Level

Construction: Brick Brick Veneer Cinder Block
 Wood Stucco Aluminum Siding



Add'l Rooms: []Sunroom []Office/Study []Bonus Room
[]Screened Porch []Rec Room []Other_____

Flooring: []Carpet []Hard Wood []Hard Tile
[]Vinyl

Heating: []No Heating System []Central Heat(Gas or Electric)
[]Space Heaters []Heat Pump []

Cooling: []No Cooling System []Central Cooling []Window Units- #_____
[]Heat Pump

Fans: []No Fans []Ceiling Fans
[]Rooms_____

Living Room: []Great Room Only []Formal Living []Family Room

Fireplace: []No Fireplace []Wood-burning []Gas
[]#_____ []Room(s)_____

Kitchen: []Efficiency Kitchen []Eat-In Kitchen

Disposal: []No Disposal []Garbage Disposal

Appliances: []Stove (Gas or Electric) []Refrigerator []Washer
(provided) []Microwave []Dishwasher []Dryer(Gas or Electric)
[]Other_____

Laundry: []No Connections []Washer Connection []Inside
[]W/D Connections []Dryer Connection []Outside

Closets: []Standard Closets []Walk-In Closets

Storage: []Outside Storage []Additional Storage

Parking: []Street Parking []Driveway []Carport - 1 / 2 / 3
[]Garage - Attached/Detached - 1 / 2 / 3

Yard: []No Special Features []Patio []Covered Patio
[]Swimming Pool []Hot Tub []Gas Grill

Fence: []No Fence []Rear Only []Front/Rear Fence
[]Partial Fence []Front Only []Other_____

Pet Status: []NO PETS []Pets with Deposit []No Dogs Allowed
[]Outside Pets Only []Pets Negotiable []No Cats Allowed

Elementary School: _____

Junior High School: _____

Senior High School: _____

Additional Property Features: _____

Special Instructions: _____

Owner Signature

Date

Owner Signature

Date