# Community Name/Address: ____________________________

Contact: _____________________   Phone: _____________________     Email/Website: _____________________________

## the apartment
- **# of Bedrooms:** ________    **# of Baths:** ____________
- **Rent:** $ ____________    **Security:** $ ____________
- **Square Footage:** ________    **Floor:** 1st / 2nd / Upper
- **Available:** ________    **Holding Deposit:** $ ____________

## the interior
- **Floors:**
  - [ ] Hardwood
  - [ ] Carpet
  - [ ] Tile
  - [ ] Other: ________
- **Outdoor Space:**
  - [ ] Patio/Balcony
  - [ ] Yard
  - [ ] Other: ________
- **Natural Light:**
  - [ ] Bright
  - [ ] Other: ____________
- **Appliances Included:**
  - [ ] Refrigerator
  - [ ] Stove/Oven
  - [ ] Dishwasher
  - [ ] Microwave
  - [ ] Air-Conditioning

## the building
- **Amenities:**
  - [ ] Pool
  - [ ] Gym
  - [ ] Business Center
  - [ ] Gated/Secured
  - [ ] Elevator
  - [ ] Concierge

  **Year Built:** ____________
  **Number of Units:** ____________
  **Quiet Hours:** ____________
  **On-Site Manager?:** [ ] Yes [ ] No

## the laundry
- [ ] In Unit
- [ ] On-Site
- [ ] Hook-Ups
- [ ] None

## the lease
- **Length of Lease:** MTM / 6 months / 12 months / ____
- **Are Pets OK?**
  - [ ] Cats $ _____/mo    **Deposit:** $ _________
  - [ ] Dogs $ _____/mo    **Deposit:** $ _________
  - [ ] Other: _____    **Deposit:** $ _________

- **Rent Control?**
  - [ ] Yes
  - [ ] No

- **Is Smoking Allowed?**
  - [ ] Yes
  - [ ] No

## the utilities
- **Are utilities included?**
  - [ ] Yes
  - [ ] No

  **Electric:** [ ] [ ]  **Amount:** $ _________/month
  **Gas:** [ ] [ ]  **Amount:** $ _________/month
  **Water:** [ ] [ ]  **Amount:** $ _________/month
  **Trash:** [ ] [ ]  **Amount:** $ _________/month
  **Cable:** [ ] [ ]  **Amount:** $ _________/month
  **Internet:** [ ] [ ]  **Amount:** $ _________/month
  **Other:** [ ] [ ]  **Amount:** $ _________/month

## the fees
- **How much is the late fee?:** $ _________  **When is rent late?** ______
- **How much does rent go up each year?:** $ _________
- **Is there a lease break fee?** $ _________

## the details
- **Can I paint or make alterations?**
  - [ ] Yes
  - [ ] No

  **What is the maintenance response time?**
  **Cable providers:** ____________________________