

# Property Questionnaire

<b>Contact Name:</b>	
<b>Contact Address:</b>	
<b>Contact Phone:</b>	<b>Fax:</b>
<b>Contact Email:</b>	

**Property Address:** \_\_\_\_\_ **County:** \_\_\_\_\_

**Ownership Name:** \_\_\_\_\_

**Type of Property:** \_\_\_\_\_

**Owner Occupied:** \_\_\_\_\_ **square footage\***

**Leased to Tenants:** \_\_\_\_\_ **square footage\***

*If property is partially owner occupied and partially leased please check both lines.*

*\*Please provide square footage of owner occupied and tenant occupied portions.*

**Approximate Square Footage of Building (without basement):** \_\_\_\_\_

**Does the property have a Basement:** Yes No

**Approximate Square Footage of Finished Basement:** \_\_\_\_\_

**Approximate Square Footage of Unfinished Basement:** \_\_\_\_\_

**If Leased to Tenants:**

**Lease Rate:** \_\_\_\_\_

**Tenant or Owner Pays the following:**

Owner      Tenant

**Property Taxes:**

**Maintenance:**

**Insurance:**

**Additional Comments:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_