



Key Realty Partners, LLC  
Metro Brokers  
**Property Profile Sheet**

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Property Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

Owner Name \_\_\_\_\_ Cell Phone \_\_\_\_\_

Alternate phone \_\_\_\_\_ Email \_\_\_\_\_

Owner Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

ACH Payments Y/N Routing # \_\_\_\_\_ Acct # \_\_\_\_\_

**Property Details:**

Goal Rent Amount \$ \_\_\_\_\_ Type (Condo, Single Family, Duplex, etc.) \_\_\_\_\_ Year Built \_\_\_\_\_

# of Bedrooms \_\_\_\_\_ # of Bathrooms \_\_\_\_\_ Sq. ft. \_\_\_\_\_ Basement Y/N \_\_\_\_\_ Central AC \_\_\_\_\_

Swamp Cooler Y/N \_\_\_\_\_ Fireplace Y/N, Gas or Electric \_\_\_\_\_ Garage \_\_\_\_\_

Parking # \_\_\_\_\_ Parking Location \_\_\_\_\_ Mailbox # \_\_\_\_\_ Mailbox Location \_\_\_\_\_

Section 8 Y/N \_\_\_\_\_ Pool Y/N \_\_\_\_\_ Tennis Court Y/N \_\_\_\_\_ Club House Y/N \_\_\_\_\_ Work Out Facility Y/N \_\_\_\_\_

Storage Unit Y/N \_\_\_\_\_ Storage Unit # \_\_\_\_\_ Storage Unit Location \_\_\_\_\_

Washer/Dryer (hook-up/on-site) \_\_\_\_\_ Washer/Dryer Location \_\_\_\_\_

**Utilities:**

Gas Provider (Name) \_\_\_\_\_ Electric Provider (Name) \_\_\_\_\_

Water Provider (Name) \_\_\_\_\_ Furnace Filter Location \_\_\_\_\_

Furnace Filter Size # \_\_\_\_\_ Electrical Box Location \_\_\_\_\_ CO Detector Location \_\_\_\_\_

Tenant Pays for \_\_\_\_\_ Water Shut-Off Location \_\_\_\_\_

**HOA:**

Company Name & Contact Person \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_

HOA Amount \$ \_\_\_\_\_ Includes: \_\_\_\_\_

Pets (types allowed) \_\_\_\_\_

**Leasing:**

# of House Keys \_\_\_\_\_ # of Pool Keys/Code \_\_\_\_\_ # of Mail Box Keys \_\_\_\_\_

# of Garage Door Openers \_\_\_\_\_ Building Security Code # \_\_\_\_\_