



Owner's Property Management Request Form

Please fill out the following information to submit your property management request:

- 1. Owner's Name: _____
- 2. Property Address: _____
- 3. Contact Number: _____
- 4. Email Address: _____
- 5. Preferred Method of Communication: _____
- 6. Type of Property: [Residential/Commercial] _____
- 7. Property Description: [Provide a brief description of the property, including the number of bedrooms/bathrooms, square footage, and any unique features]

- 8. Desired Property Management Services: [Specify the services you require, such as short/long term, tenant screening, rent collection, maintenance coordination, lease agreements, etc.]

- 9. Current Occupancy Status: [Vacant/Occupied] _____
- 10. Reason for Request: [Specify your reason for requesting property management services, e.g., lack of time, need professional assistance, etc.]

- 11. Additional Comments or Instructions: [Include any specific instructions or additional information you want to provide]

Please review the information you have provided before submitting the form. Our property management team will contact you shortly to discuss your request further.

Thank you for choosing Maddix and Associates property management services. We look forward to assisting you with the management of your property.