



**Owner Information**

**Property Information**

Owner: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_  
 State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_  
 Work Phone: \_\_\_\_\_  
 Cell Phone: \_\_\_\_\_  
 Social Security #: \_\_\_\_\_  
 E-Mail \_\_\_\_\_

Address: \_\_\_\_\_  
 Unit/Floor: \_\_\_\_\_  
 Unit Phone: \_\_\_\_\_  
 Security Deposit: \_\_\_\_\_  
 Minimum Rental Period: \_\_\_\_\_  
 \*Cleaning Service \_\_\_\_\_  
 Plumber \_\_\_\_\_  
 Electrician \_\_\_\_\_

**Please enter Other Realtors!!!** \_\_\_\_\_

<b>Number of Bedrooms</b> _____	<b>Number of Baths</b> _____	<b>Occupancy Limit</b> _____
<b>Amenities</b>		
# of TVs _____	DVD # _____	A/C (C)/Wind Unit # _____
(G)arage (C)arport _____	VCR # _____	(D)eck/(P)orch _____
Washers (Shared?) _____	Non Smoking Unit _____	Vacuum _____
Dryers (Shared?) _____	Elevator _____	Microwave _____
Dishwasher _____	Grill _____	Pets Permitted _____
Garbage Disposal _____	Coffee (P)ot/(M)aker _____	# of King Beds _____
Local Phone Serv. _____	Outside Shower _____	# of Queen Beds _____
Toaster/Oven _____	Outside Storage _____	# of Twin Beds _____
	Iron/Board _____	# of Double Beds _____
		Sofa Bed (D) (Q) _____
		(B)unk (S)ingle (P)yramid _____
		(C)ot or (F)uton _____
		Internet _____
		Ceiling Fans _____
		Cable (B)asic (S)tandard _____
		Off Street Parking _____
		Beach Tags _____
		<b>Anything else we should know?</b>
		<b>Fill out on comment sheet</b>

**Weekly Rates**

4/7/12	_____	Season	_____
4/14/12	_____	1 <sup>st</sup> Half	_____
4/21/12	_____	2 <sup>nd</sup> Half	_____
4/28/12	_____	Year Round	_____
5/05/12	_____	Winter	_____
5/12/12	_____	January	_____
5/19/12	_____	February	_____
5/26/12	_____	March	_____
6/02/12	_____	April	_____
6/09/12	_____	May	_____
6/16/12	_____	June	_____
6/23/12	_____	July	_____
6/30/12	_____	August	_____
7/07/12	_____	September	_____
7/14/12	_____	October	_____
7/21/12	_____	November	_____
7/28/12	_____	December	_____
8/04/12	_____	New Years Weekend	_____
8/11/12	_____	Presidents Weekend	_____
8/18/12	_____	Easter Weekend	_____
8/25/12	_____	Mothers Day Weekend	_____
9/01/12	_____	Memorial Day Weekend	_____
9/08/12	_____	Labor Day Weekend	_____
9/15/12	_____	Columbus Weekend	_____
9/22/12	_____	Thanksgiving	_____
9/29/12	_____	Christmas	_____
10/6/12	_____		
10/13/12	_____		

Commission \_\_\_\_\_ 12% \_\_\_\_\_

Owners Signature \_\_\_\_\_

Date \_\_\_\_\_

# 2012

Property Address \_\_\_\_\_

Our Website, *Gracerealty.com*, has become the # 1 avenue for prospective tenants to view your rental listing(s). We strive each year to become more innovative in regards to our home page.

We can only help rent your home by the information you give us so please make sure your amenities, cleaners, contact information and other realtors is up to date – this will help us help you.

If you did not add a comment previously and would like to do so, please take a few moments to give us a brief description. **If you already have comments online, please review & make sure it is still accurate.** (If you are not sure take the time to check) This is a great way to add information about your property that is not listed under amenities. Example: do you offer beach chairs, bikes, have you remodeled or updated lately or is your home child friendly?

**NEW**     **UPDATE**     **No change**

## Comment /Description:

*(Example: Spacious home, 1 block to the largest beach in Ocean City...)* \_\_\_\_\_

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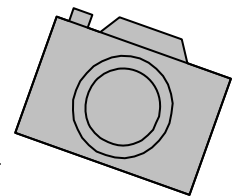
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Please review your online listing & let us know if the pictures are current or need updating. \_\_\_\_\_



Please call if you have any questions. 800-398-6200