



PMI PHOENIX GOLDEN WEST

## **NEW CLIENT ONBOARDING PROPERTY QUESTIONNAIRE**

*Welcome to PMI Phoenix Golden West Property Management! We are excited to be partnering with you on the management of your rental property. To start, please complete as much information below as possible.*

*Once completed, please return this form to: [pmipgwoffice@gmail.com](mailto:pmipgwoffice@gmail.com). We will then follow up with you to answer any questions you may have. The information below will assist with preparing your management agreement and outline any property prep work that will need to be scheduled.*

### **CLIENT INFORMATION**

Client Name:  
Corporation/Trust/LLC Name Used:  
Primary Owner Address:  
Rental Property Address:  
Client Phone:  
Client Email:  
EIN/Tax ID/SSN:

### **PROPERTY LISTING INFORMATION**

MLS Listing Number:  
Monsoon Tax Sheet:  
How long have you lived at the property?  
Have you rented this property before?  
General condition of home. Does it need any maintenance or repairs to make rent ready?

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Desired timeline to rent?  
Are you planning to keep this property as a rental for long term or short term?

### **PROPERTY INFORMATION**

Confirm property characteristics with Monsoon tax records

- Bedrooms
- Bathrooms
- Pool
- Yard
- Location
- Square footage
- Any special amenities

### **RENT TARGETS/MARKET INFORMATION**

Any known rental rates of comparable properties in the area  
Target rent rate needed for cash flow



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Please provide any special notes and or considerations you may have for the management of your rental here

NOTES:

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