



1100 Volvo Parkway Suite 200  
Chesapeake, VA | 23320 | PH: 757-361-0106



### **ProActive Tenant Placement Program**

Our program is designed to help landlords market their rentals. Once the property is rented the landlord or property manager takes over the rental. We do a 3-month contract, but will continue to market the property past that time if it has not rented.

#### **How the marketing works:**

- \*We market the rental on the MLS, multiple other rental sites, Craigslist, and Facebook.
- \*We field all the calls, schedule showings, and show the property.
- \*Once we find a renter, we have them fill out the rental application, check their references and get a background report.
- \*We will then share the information with the landlord/project manager and if approved we: send out a lease for signatures, collect the deposit and the first month's rent for you. It is up to the landlord/project manager as to where the money will be deposited.
- \*If possible, we ask that the landlord/project manager do a walk through with tenant before move in.
- \* If desired we can meet tenant to give them a key and let them in house.

#### **There are 2 ways to pay for our service**

**Option 1:** Deferred Payment-\$800 to be paid after the property is rented.

**Option 2:** Advanced Payment-\$300 up front plus a closing fee of \$200 to be paid when the property is rented.

We look forward to working with you,

*Billy and the ProActive Team*

#### **If this is a program that interests you, please contact:**

**Billy Wilson, Realtor®**  
ProActive Team of Keller Williams Coastal VA  
757-724-1793  
Billy@CallProActive.com

*Selling, buying, investing, or renting, I am here to help you with all of your real estate needs.*



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**PROACTIVE REAL ESTATE SERVICES RENTAL INFORMATION**

LANDLORD NAME:  
LANDORD PHONE #:  
EMAIL:

LANDLORD NAME:  
LANDORD PHONE #:  
EMAIL:

HOW WILL YOU PAY FOR RENTAL PROGRAM?    ADVANCED PYMT            DEFERRED PYMT

RENTAL PROPERTY ADDRESS (PLEASE INCLUDE UNIT # IF APPLICABLE):

DESIRED RENT:                    DO YOU ACCEPT SECTION 8:    Y    N            DATE THE PROPERTY IS AVAILABLE:

WHERE IS RENT TO BE SENT OR DEPOSITED:

NUMBER OF BEDROOMS:

NUMBER OF BATHROOMS:

WHAT UTILITIES ARE INCLUDED:

HOW MANY PARKING SPACES ARE AVAILABLE:

WHAT APPLIANCES ARE PROVIDED:

WASHER / DRYER OR HOOK UPS?

ARE PETS ALLOWED:            PET DEPOSIT:                    OR MONTHLY PET RENT:

ANY PET RESTRICTIONS:

IT THE BACKYARD FENCED:

WHAT KIND OF FENCE:

FIRE PLACE:                    GAS OR WOOD                    CEILING FANS?            IF YES HOW MANY?

FLOOR MATERIALS:

HOT WATER HEATER-            GAS OR ELECTRIC                    RANGE: GAS OR ELECTRIC

WINDOW TREATMENTS:

DECK, PATIO, PORCH

ANY SPECIAL FEATURES OR RESTRICTIONS:

DO YOU HAVE ANY KNOWLEDGE OF YOUR PROPERTY HAVING DEFECTIVE DRYWALL?    YES    NO

IF YOU HAVE ANY QUESTIONS PLEASE FEEL FREE TO CALL ME.

**Billy Wilson, Realtor®** 757-724-1793            Billy@CallProActive.com

*Selling, buying, investing, or renting, I am here to help you with all your real estate needs*



Payment for the set-up fee can either be emailed to me using this form or you can call me with your information.

Kim@CallProActive.com

NAME ON CARD	
TYPE OF CARD	
# ON CARD	
EXP. DATE	
# ON BACK	
CURRENT BILLING ADDRESS	
email	
Phone	
Rental Address	
Banking information for tenant's rent payments	
Bank account #	
Routing #	



## VIRGINIA REALTORS® EXCLUSIVE AUTHORIZATION TO LEASE

### OWNER AUTHORIZATION REGARDING INTERNET

Internet advertising is one of the ways information concerning real property offered for rent is disseminated to real estate agents and brokers as well as the general public. The property owner has the right to determine whether or not their property information is displayed on the Internet and if so the manner in which it is presented.

Section 9(e) of the Virginia Realtors® Exclusive Authorization to Lease allows the property owner to authorize or prohibit the display of the property on the Internet. If authorized, it also permits the property owner to limit the display of property reviews and automated estimates of market value on the Internet.

**Owners must initial beside the appropriate responses in Section 9(e).** The OPT OUT OF THE INTERNET section should **only** be completed if the Owner does not wish to have their property address displayed on the Internet or does not wish to have ANY information concerning the property and its availability for lease published on the Internet. **Otherwise Option A and B should be left blank.**

#### Terms and Definitions:

**Property Reviews/Blogging** – Some web sites allow third parties to publish public commentary or feedback related to a particular property. This type of public online journaling is sometimes referred to as a blog.

**Automated Estimate of Market Value** – Also known as AVM or Automated Valuation Model. An AVM is a computer generated estimate of residential property value that is calculated using computer software models and recent sales of similar homes.



**VIRGINIA REALTORS®  
EXCLUSIVE AUTHORIZATION TO LEASE**



(This is a legally binding contract, if not understood, seek competent advice before signing)

This AGREEMENT made as of \_\_\_\_\_, by and between \_\_\_\_\_ ("Owner"); and \_\_\_\_\_ ("Broker"), provides:

1. In consideration of services rendered by Broker to Owner, Owner grants to Broker the EXCLUSIVE and irrevocable right to lease or rent certain real estate, and all improvements thereon which is owned by Owner and which is hereafter described (the "Property"), during the period commencing on \_\_\_\_\_, and expiring at midnight on \_\_\_\_\_, (the "initial period of time").

2. **REAL PROPERTY:** The Property is located in the City or County of \_\_\_\_\_ and is described as follows: \_\_\_\_\_ and more commonly known as \_\_\_\_\_ (i.e., street, town, village, etc.).

3. **UTILITIES:** (Check all that apply)

Water Supply:	<input type="checkbox"/> Public	<input type="checkbox"/> Private Well	<input type="checkbox"/> Community Well	Included in Rent?
Sewage Disposal:	<input type="checkbox"/> Public	<input type="checkbox"/> Septic # BR:		<input type="checkbox"/> Yes <input type="checkbox"/> No
Hot Water:	<input type="checkbox"/> Oil	<input type="checkbox"/> Gas	<input type="checkbox"/> Elec. <input type="checkbox"/> Other _____	Number of Gallons _____
Air Conditioning:	<input type="checkbox"/> Oil	<input type="checkbox"/> Gas	<input type="checkbox"/> Elec. <input type="checkbox"/> Heat Pump	<input type="checkbox"/> Other _____ <input type="checkbox"/> Zones _____
Heating:	<input type="checkbox"/> Oil	<input type="checkbox"/> Gas	<input type="checkbox"/> Elec. <input type="checkbox"/> Heat Pump	<input type="checkbox"/> Other _____ <input type="checkbox"/> Zones _____

4. **LEASE TERMS:**

(a) Owner offers to lease the Property to a qualified tenant for a term of not less than 12 months, nor more than n/a months (i) at a monthly rental of not less than \$ \_\_\_\_\_, or (ii) where applicable, at an annual rental of not less than \$ n/a per square foot based on  gross OR  net leasable square footage, payable in equal monthly payments, and on such other terms and conditions as may be set forth herein or in the form of a lease agreement approved by Owner prior to the execution of this Agreement ("Listing Price").

(b) The Property shall be available for occupancy by a tenant on \_\_\_\_\_

(c) The following deposits shall be required from a tenant: \_\_\_\_\_

(d) Any lease or form(s) provided by Broker will be subject to the Virginia Residential Landlord Tenant Act ("VRLTA").

5. **BROKER FEE:**

(a) If Broker, or Owner with or without the assistance of Broker, produces a tenant willing and able to lease the Property on terms and conditions set forth in this Agreement, within the initial period of time or any extension thereof, Owner agrees to pay Broker:  \_\_\_\_\_ % of the gross monthly rent OR  \_\_\_\_\_ % of the first year's rent OR  the flat sum of \$ 600\* OR  other \_\_\_\_\_, paid in cash at the time of lease execution (the "Fee"). If within 30 days after the expiration of the initial period of time or any extension thereof, the Property is rented or leased by Broker, by Owner, or by any other person, to a tenant or tenants to whom the Property was shown, offered, or introduced by Broker, or by any licensed broker or salesperson employed by or affiliated with Broker, Owner agrees to pay Broker the Fee. Broker will pay cooperating brokers a leasing fee of TBD when a tenant has been procured and the lease agreement is executed, or as otherwise agreed by the parties. Notwithstanding the foregoing, Owner shall not be obligated to pay the Fee to Broker if, after the expiration of the initial period of time or any extension thereof, Owner enters into an exclusive authorization to rent or lease the Property with a licensed broker or salesperson, other than Broker or a licensed broker or salesperson employed or affiliated with Broker, and the Property is rented or leased pursuant to such exclusive authorization. For purposes of the Agreements, if an application is presented to Owner within the initial period of time or any extension thereof, but (i) is accepted by Owner after expiration of the initial period of time or any extension thereof, or (ii) Owner make a counteroffer which is

accepted by the tenant after the expiration of the initial period of time or any extension thereof, the Owner shall pay Broker the Fee as if the Property had been leased or rented during the initial period of time or any extension thereof.

- (b) Broker has advised Owner of Broker's firm policy regarding cooperating with and compensating other real estate licensees. Owner authorizes Broker to cooperate with and compensate other brokers via the following [select one]:  \_\_\_\_\_% of the gross monthly rent OR  the sum of \$ TBD. Such compensation shall be paid at lease signing. Owner acknowledges that the cooperating fee set forth in this paragraph represents an obligation of Broker to a leasing broker per MLS rules, and agrees that Owner is responsible to pay this amount to Broker as part of the Fee, which will then be paid to the cooperating broker. Owner understands the responsibility for the payment of a cooperating broker's compensation may be determined as a result of civil action or arbitration, or in a separate agreement between Broker and a cooperating broker claiming such fee; provided however, such fee shall not exceed the amount set forth in this paragraph 3(b) without consent of Owner. Owner agrees to participate fully, at Owner's sole expense, in any legal action or arbitration proceedings that may arise with respect to the compensation due to a cooperating broker. Owner shall indemnify and hold Broker harmless from any monetary loss suffered by Broker due to any award against Broker arising from Owner's nonpayment of compensation that is due to a cooperating broker as a result of the sale of the Property. Owner agrees not to negotiate Broker's Fee or any tenant agent/representative's compensation in a real estate sales contract for the Property. This obligation shall survive expiration or earlier termination of this Agreement and lease of the Property.
- (c) If Owner should withdraw the Property from the market during the initial period of time or any extension thereof, without written agreement from Broker, or otherwise prevents Broker from renting or leasing the Property during the initial period of time or any extension thereof, such action shall constitute a breach of this Agreement, and Owner agrees to pay Broker the Fee set forth in paragraph 5 as liquidated damages, and not as a penalty. If the Fee is expressed as a percentage of the rental amount of the Property, the price, for the purposes of computing the Fee, shall be Listing Price.
- (d) If, after a valid contract for the rental of the Property is executed by Owner and a tenant or tenants, there is a default by such tenant or tenants which prevents performance of such contract through no fault of the Owner, Broker agrees that Owner will not be liable for the Fee of Broker and that Broker shall look to such defaulting tenant or tenants for compensation relating to such contract. Owner agrees if such a default occurs, this Agreement shall remain in effect until its expiration and that payment of the Fee by such defaulting tenant or tenants shall not satisfy any obligation that may arise if, after to such default, another valid contract for the lease of the Property is brought about by Broker.
- (e) If after a valid lease is executed by Owner and a tenant or tenants, there is a default by Owner which prevents performance of such contract through no fault of Broker, or if Owner fails to fully perform the obligations of Owner set forth herein, Owner shall be liable to Broker for the Fee, as compensation for its services hereunder, and the reasonable attorney's fees and expenses incurred by Broker, if any, in enforcing the terms and conditions hereof. In any action brought by Broker or Owner under this Agreement, the prevailing party or parties in such action shall be entitled to receive from the non-prevailing party or parties, jointly and severally, in addition to any other damages or awards, reasonable attorneys fees and costs expended or incurred in prosecuting or defending such action.

#### 6. AGENCY RELATIONSHIP:

- (a) In accordance with the Virginia Real Estate Board ("VREB") regulations, Broker hereby discloses to Owner that Broker and Broker's salespeople are representing Owner as a standard agent in connection with marketing the Property under this Agreement and owe Owner the duties set out in this Agreement and under Section 54.1-2133 of the Code of Virginia. At the same time, brokers and their salespeople are required to treat all parties to a transaction honestly. Without breaching their duties to Owner, Broker and its salespeople may provide prospective tenants with information about the Property and may assist a prospective tenant in preparing an offer to lease the Property. Broker and its salespeople have a duty to respond accurately to a prospective tenant's questions and to submit Owner all offers to lease the Property.
- (b) If the Property is shown to a prospective tenant who is represented by Broker and such tenant client of Broker wishes to make an offer to lease the Property, and Broker has not designated representatives to represent Owner and tenant, the Broker will be acting as a representative for both Owner and tenant in the transaction. In such a transaction, Broker will remain impartial to Owner and tenant. Owner understands that Broker shall not be liable to either party for refusing or failing to disclose information

which, in the sole discretion of Broker, would harm one party's bargaining position and would benefit the other party. However, Broker shall not be prevented from disclosing to the tenant any known material defects in the Property or any other matter that must be disclosed by law and/or regulation. Broker will not disclose (i) to the tenant information about what price Owner will accept other than the Listing Price, or (ii) to Owner information about what price the tenant will pay other than the written offered price. If Owner and tenant do not enter into an agreement for the lease of the Property such dual representation shall terminate.

- (c) Because of such dual representation, Owner understands that Owner and tenant have the responsibility of making their own decisions as to what terms are to be included in any rental agreement. Owner should be aware of the implications of Broker's dual representation including the limitation on Broker's ability to represent Owner or the tenant fully and exclusively. Owner understands that Owner may seek independent legal counsel in order to assist with any matter relating to a leasing agreement or to the transaction that is the subject matter of a lease agreement. Provided Broker has acted in accordance with its obligations under this Agreement, Broker shall not be liable for any claims, damages, losses, expenses or liabilities arising from Broker's role as a dual representative. Owner shall have the duty to protect its own interests and should read any lease agreement carefully to insure that it accurately sets forth the terms Owner wants included in the lease agreement.
- (d) When acting as a dual representative, Broker: will treat Owner and tenant honestly; will disclose material facts about Property that are known to Broker as required by law and/or regulation.
- (e) When acting as a dual representative, Broker may not: disclose confidential information that Broker may know about either Owner or the tenant (including but not necessarily limited to motivation to lease or rent, price, terms and/or conditions of lease which are acceptable, and negotiating strategy) without written permission of the relevant party; disclose the price Owner will accept other than Listing Price without written permission of Owner; disclose the price the tenant is willing to pay other than contained in any offer without written permission of the tenant; recommend or give advice regarding the price the tenant should offer or pay for the Property; recommend or give advice regarding the terms and conditions of lease the tenant should offer for the Property; recommend or give advice regarding the price Owner should accept or that should form the basis of a counteroffer; or recommend or give advice regarding the terms and conditions of lease Owner should accept or that should form the basis of a counteroffer.

#### **7. OWNER'S DUTIES:**

- (a) Owner shall: work exclusively with Broker during the term of this Agreement; comply with the reasonable requests of Broker to supply any pertinent information or personal data needed to fulfill the terms of this Agreement; pay Broker the compensation set forth in this Agreement; make the Property available during reasonable hours for potential tenants to view properties; and inform all tenants and licensees whom Owner contacts of Owner's brokerage relationship with Broker.
- (b) If there is a condominium or cooperative unit owners' association or any homeowners' association for the Property or any restrictions on the use of the Property, the Owner agrees to provide Broker, upon the execution of this Agreement, copies of any bylaws, rules and regulations, and restrictive covenants or any other documents which place such restrictions on the use of the Property.

#### **8. BROKER DUTIES:** Broker agrees to make commercially reasonable efforts to obtain a tenant for the Property during the initial period of time and any extension thereof. Owner acknowledges that Broker shall disclose to potential tenant of the Property all material adverse facts pertaining to the physical condition of the Property actually known by Broker.

#### **9. ADVERTISING:**

- (a) Owner agrees that during the initial period of time or any extension thereof Broker is authorized to place "FOR RENT" signs on the Property, to remove any other "FOR RENT" signs and to take all appropriate action to bring about a rental of the Property. Owner agrees to make the Property available to Broker and real estate brokers and salespersons employed or affiliated with Broker at all reasonable hours for showing to prospective tenants. Owner also agrees to refer to Broker all inquiries or offers which Owner may receive regarding the Property.
- (b) Unless otherwise provided herein, Broker agrees to submit pertinent information concerning the listing of the Property (including information which may be provided on a separate form or document) to any Multiple Listing Service ("MLS") serving the geographic area in which the Property is located of which Broker is a member to distribute such information to other brokers, and to solicit the cooperation of other

brokers in securing a tenant or tenants for the Property. Owner understands that the listing data may get disseminated to third party websites through means other than the MLS. Owner acknowledges that the accuracy of the listing data is controlled by the third party websites and is outside of Broker's control.

- (c) Broker shall have the right to advertise the Property in commercially reasonable ways, and unless otherwise provided herein, shall have the right to place advertisements of the Property on the Internet communications network and in any Internet Data Exchange program in which Broker participates.
- (d) Owner authorizes the dissemination of Property/rental information to MLS participants, including electronic format, magazines and other media. If authorized below, Broker's website may also allow third-parties to (i) write comments or reviews about the Property or display a hyperlink to comments or reviews in immediate conjunction with particular listings, or (ii) display an automated estimate of the market value of the Property (or hyperlink to such estimate) or other listings in immediate conjunction with the Property.

If Owner does not want the Property listing or address displayed on the Internet, Owner must complete the "OPT-OUT OF INTERNET" section below.

**OPT-OUT OF INTERNET**

**Complete this section only if Owner desires to opt-out of Internet display**

Owner may opt-out of having the property listing or property address displayed on the Internet by selecting Option A or B below.

**Option A:**  Owner has advised Broker that Owner does not want the Property displayed on the Internet.

**OR**

**Option B:**  Owner has advised Broker that Owner does not want the address of the Property displayed on the Internet. In the event Owner does not authorize the display of the Property address, only the street address will not be displayed, other data such as zip code, county, etc. may be displayed.

Owner understands and acknowledges that if **Option A** has been selected, consumers who conduct searches for listings on the Internet will not see information about the Property in response to their search. \_\_\_\_/\_\_\_\_  
(Owner's Initials)

\_\_\_\_/\_\_\_\_ Owner (**select one**)  authorizes OR  does not authorize third-parties to write comments or reviews about the Property or provide hyperlinks to comments or reviews to any property in immediate conjunction with the Property. In the event Owner does not authorize the display of the Property address, only the street address will not be displayed, other data such as zip code, county, etc. may be displayed.

\_\_\_\_/\_\_\_\_ Owner (**select one**)  authorizes OR  does not authorize an automated estimate of the market value of the Property (or any hyperlink to such estimate) or any property in immediate conjunction with the listing. This provision does not control the display of such estimated value of the Property on third party websites such as syndicated websites.

\_\_\_\_/\_\_\_\_ Owner (**select one**)  authorizes OR  does not authorize Broker to advertise on social media, understanding that there may be third-parties comments or reviews about the Property. In the event Owner does not authorize the display of the Property address, only the street address will not be displayed, other data such as zip code, county, etc. may be displayed.

**10. LOCKBOX:** Owner hereby  does OR  does not authorize Broker to place a lock box on the Property.

**11. INDEMNIFICATION:**

- (a) Owner acknowledges and agrees that in consideration of the use of the services and facilities of Broker or the MLS identified in paragraph 9(b), neither Broker, its officers, directors and employees, nor any real estate broker or salesperson employed by or affiliated with Broker showing the Property to tenants or prospective tenants, nor the MLS, nor the directors, officers and employees thereof, including officials of any parent association of REALTORS®, shall be liable for any vandalism, theft or damage of any nature whatsoever to the Property or its contents during the initial period of time and any extension thereof, and Owner waives any and all rights, claims, and causes of action against any of them and hold them



harmless for any property damage or personal injury arising from the use of or access to the Property by any person during the initial period of time and any extension thereof, but excluding property damage or personal injury arising out of the negligence of Broker or its officers, directors and employees or any real estate broker or salesperson employed by or affiliated with Broker.

- (b) If Owner has provided to Broker relevant information about the Property, Owner represents and warrants that to the best of Owner's knowledge and belief such information is true and correct as of the date given, and that Owner will update such information promptly in the event of a material change in such information. The parties agree that such information is incorporated into and constitutes a part of this Agreement.
- (c) Broker shall not be liable to Owner for any actions, omissions, or misrepresentations of any tenant or prospective tenant. Upon execution of a lease agreement, Owner shall be deemed to have released Broker from any further responsibility for the Property and the lease agreement, including but not limited to performance by the tenant of the terms and conditions thereof, and this Agreement shall terminate.

#### **12. RECORDINGS WITHIN THE PROPERTY:**

- (a) In the event Owner has a recording system in the Property which records or transmits audio, Owner understands that recording or transmitting of audio may result in violation of state and/or federal wiretapping laws. Owner hereby releases and indemnifies Broker, Broker's designated agents, sub-agents, sales associates and employees from any liability which may result from any recording or transmitting in the Property.
- (b) Owner understands that while potential purchasers viewing the Property should not engage in photography, videography or videotelephony in the Property without prior written permission, such recordings or transmissions may occur. Owner should remove any items of a personal nature Owner does not wish to have recorded or transmitted. Owner hereby releases Broker, listing sales associates and employees from any liability which may result from any recording or transmission in the Property.

#### **13. MISCELLANEOUS:**

- (a) Owner is advised that because some tenants may employ the services of tenant agents or representatives, Owner should not disclose any confidential information to prospective tenants or to real estate licensees other than Broker.
- (b) This Agreement is intended solely to define the relationship between Owner and Broker. It is not intended to be an offer to lease to a third party, nor may any third party rely upon it as such an offer. Further, this Agreement does not confer upon Broker the power or authority to either make or accept an offer or counteroffer to lease the Property. The Property may be leased only by a written agreement executed by Owner, or by an attorney-in-fact for Owner under a written power of attorney. Broker's authority hereunder shall be limited to marketing the Property for lease and such activities as are necessary or incidental thereto, including without limitation accepting and holding a security deposit in accordance with the VREB regulations.
- (c) This Agreement may not be modified or changed except by written instrument executed by the parties, and it shall be construed, interpreted, and applied according to the laws of the Commonwealth of Virginia. It shall be binding upon and shall inure to the benefits of the heirs, personal representatives, successors, and/or assigns of the parties.
- (d) Owner understands that Owner has the right to choose an attorney to prepare the lease for the Property or otherwise to represent Owner in connection with the rental of the Property.
- (e) In the sale, purchase, exchange, rental or lease of real property, Broker has the responsibility to offer equal service to all clients and prospects and shall not discriminate on the basis of any protected class under Federal, state or local law or the REALTOR® Code of Ethics.

- 14. ELECTRONIC SIGNATURES:** \_\_\_\_\_ / \_\_\_\_\_ If this paragraph is initialed by both parties, then in accordance with the Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act, or E-Sign, regarding electronic signatures and transactions, the parties do hereby expressly authorize and agree to the use of electronic signatures as an additional method of signing and/or initialing this Agreement and any addenda or amendments. The parties hereby agree that either party may sign electronically by utilizing an electronic signature service.

15. **OTHER TERMS:** (Use this space for additional terms not dealt with elsewhere in this Agreement.) \_\_\_\_\_  
\*All parties agree that the flat fee will be paid in installments. The first installment is due at signing of this listing agreement. \$300 fee will be due upon execution of the lease.

Owner agrees to allow prequalified, unrepresented, potential tenants to view vacant properties unaccompanied by Realtor  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Witness the following duly authorized signatures:

**OWNER**

\_\_\_\_\_/\_\_\_\_\_  
Date Owner  
  
\_\_\_\_\_/\_\_\_\_\_  
Date Owner  
  
\_\_\_\_\_/\_\_\_\_\_  
Date Owner  
  
\_\_\_\_\_/\_\_\_\_\_  
Date Owner

**BROKER**

\_\_\_\_\_  
Keller Williams Coastal Virginia  
  
By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Date: \_\_\_\_\_

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RESIDENTIAL RENTAL CONSUMER DISCLOSURE INFORMATION FORM

The following disclosure information is provided to both prospective landlords and tenants / applicants. Any of the following disclosures may impact the tenant / applicant's use and/or enjoyment of a property. NEITHER THE LANDLORD, REAL ESTATE INFORMATION NETWORK, INC. ("REIN"), THE REIN MEMBER FIRM(S), NOR ANY OF THEIR EMPLOYEES OR AGENTS SHALL BE LIABLE FOR TENANT / APPLICANT'S FAILURE TO INVESTIGATE ANY OF THESE DISCLOSURES PRIOR TO ENTERING INTO A LEASE AGREEMENT.

CONSUMER RESPONSIBILITY: Each party to a rental transaction should carefully read all documents to be sure that the terms accurately express the understanding of the parties as to their intentions and the agreements they have reached. Real estate agents and property managers can counsel on real estate matters, but if legal or tax advice is desired, the parties should consult an attorney.

LIMITATIONS OF EXPERTISE: Real estate agents and property managers do not have the expertise to offer advice concerning various conditions such as, but not limited to, the following: mechanical systems or structure; soil and drainage conditions; flood hazard areas; possible restrictions on the use of property due to restrictive covenants, zoning, subdivision and environmental laws, easements or other documents; airport or aircraft noise; planned land uses, roads, or highways; and construction materials and/or hazardous materials such as flame retardant treated plywood (FRT), radon, urea formaldehyde insulation (UFFI), polybutylene pipes, asbestos, or lead-based paint. Information about these issues may be obtained from appropriate governmental agencies.

1. AIRCRAFT NOISE / ACCIDENT ZONES AND NOISE CONTOUR DISTRICT DISCLOSURE: All properties are affected by aircraft noise to some degree; however, some properties are located in specific noise zones, and/or accident potential zones, as such zones may be designated by the federal government or municipalities within which the property may be located. The livability and/or enjoyment of a property may be impacted if property is located adjacent to an airport or in or near an aircraft noise zone, noise contour district and/or accident potential zone. Aircraft noise zones, noise contour districts and/or accident potential zones are subject to change from time to time. New residential construction, and modifications to nonconforming residences, may be required to conform to standards promulgated by the municipality in which a tenant / applicant intends to locate because of elevated noise levels. A tenant / applicant should investigate to ascertain if the property in question is located within an aircraft noise zone, noise contour district or aircraft accident potential zone.

2. COMMUNITY ASSOCIATIONS:

A. CONDOMINIUM / CO-OP DISCLOSURE: (i) Some properties may be recorded as a condominium unit, some of which have mandatory fees, and subject to the rules and regulations of the unit owners' association. (ii) Some properties may be subject to the provisions of a cooperative interest. Tenants / applicants are advised to investigate to ascertain if the property in question is a condominium unit or a co-op.

B. PROPERTY OWNERS' ASSOCIATIONS (POA): Some properties may belong to a community which has a Property Owners' Association or Homeowners' Association, some of which have mandatory fees, and subject to the rules and regulations of the Property Owners' Association or Homeowners' Association and all are subject to the Virginia Property Owners' Association Act.

3. ENVIRONMENTAL DISCLOSURES:

A. INDOOR MOLD: United States Environmental Protection Agency advised that certain types of indoor mold may have the potential to cause adverse health effects or symptoms. While there are no current federal or state laws or regulations establishing residential standards for molds or requiring that inspections for mold be conducted, a tenant / applicant may want to take steps to evaluate the presence of mold in a resident dwelling prior to leasing.

B. LEAD WARNING STATEMENT: Every tenant / applicant of any residential dwelling which was built prior to 1978 is notified that such property may present exposure to lead from lead-based paint that may place young children at risk of developing lead poisoning. Lead poisoning in young children may produce permanent neurological damage, including learning disabilities, reduced intelligence quotient, behavioral problems, and impaired memory. Lead poisoning also poses a particular risk to pregnant women. The landlord is required to provide the tenant / applicant with any information on lead-based paint hazards from risk assessments or inspections in the landlord's possession and notify the tenant / applicant of any known lead-based paint hazards. A risk assessment or inspection for possible lead-based paint hazards is recommended prior to occupancy.

C. WOOD PRESERVATIVES: The United States Environmental Protection Agency advises that certain wood preservatives used on decks and/or other exterior wood structures may have the potential to cause adverse health effects or symptoms. A tenant / applicant may want to take steps to evaluate the presence of materials which might contain wood preservatives prior to occupancy.

- D. DEFECTIVE DRYWALL:** If the landlord of a residential dwelling unit has actual knowledge of the existence of defective drywall in such dwelling unit that has not been remediated, the landlord shall provide to a prospective tenant a written disclosure that the property has defective drywall. Such disclosure shall be provided prior to the execution by the tenant of a written lease agreement or, in the case of an oral lease agreement, prior to occupancy by the tenant. "Defective Drywall" is defined in Section 36-156.1 of the Code of Virginia.
- E. PROPERTY PREVIOUSLY USED TO MANUFACTURE METHAMPHETAMINE:** If a Landlord of a residential dwelling unit has actual knowledge that the dwelling unit was previously used to manufacture methamphetamine and has not been cleaned up in accordance with the guidelines established pursuant to §32.1-11.7, the landlord shall provide to a prospective tenant a written disclosure that so states. Such disclosure shall be provided prior to the execution by the tenant of a written lease agreement or, in the case of an oral lease agreement, prior to occupancy by the tenant. Visit <http://www.vdh.virginia.gov/methguidelines> for a copy of the guidelines and additional information.
- 4. MEGAN'S LAW DISCLOSURE:** Tenant / applicant(s) should exercise whatever due diligence they deem necessary with respect to information on any sexual offenders registered under Chapter 23 (§19.2-387 et seq.) of Title 19.2 whether the landlord proceeds under subdivision 1 or 2 of subsection A of §55-519. Such information may be obtained by contacting your local police department or the Department of State Police, Central Criminal Records Exchange, at 804-674-2000 or <http://sex-offender.vsp.virginia.gov/sor/>
- 5. OCCUPANCY PERMIT AND HISTORICAL DISTRICT PROGRAMS:** Several municipalities have implemented occupancy permit and historical district programs which may require compliance with the program upon sale and/or rental of property. An occupancy permit program may require the owner of real property subject to such programs to make certain repairs upon sale and/or rental of property. Each municipality will be able to advise you as to whether the property you are interested in is subject to an occupancy permit and/or historical district program and the conditions and requirements of the program.
- 6. CASUALTY INSURANCE AND RENTER'S INSURANCE:** A landlord may require as a condition of tenancy that a tenant / applicant pay for the cost or premiums for property and casualty insurance, obtained by the landlord, to provide liability coverage for the tenant / applicant and property coverage for the tenant / applicant's personal property in the dwelling unit, which is generally known as "renter's insurance." If the landlord will not be providing this coverage for the tenant / applicant, it is strongly recommended that the tenant / applicant obtain a separate renter's insurance policy. The landlord's insurance on the dwelling will not cover tenant / applicant's personal property. A tenant / applicant may also investigate the availability of Flood Insurance coverage.
- 7. SCHOOL REDISTRICTING:** All properties may be subject to school redistricting. A tenant / applicant should contact the local school board to ascertain which school districts are assigned to a property in question.
- 8. SMOKE DETECTION:** Tenant / applicant should be aware that many municipalities require, and prudent and safe practice dictates, that operative smoke detection is available in the property. Tenant / applicant should investigate to ensure that smoke detection is available in the property, if required by law, and is operative prior to occupancy.

**THERE MAY BE OTHER RELEVANT INFORMATION CONCERNING THE TRANSACTION WHICH MAY BE OBTAINED FROM OTHER SOURCES OR APPROPRIATE GOVERNMENTAL CONSUMER AGENCIES. IF YOU HAVE QUESTIONS AFTER READING THE RESIDENTIAL RENTAL CONSUMER DISCLOSURE INFORMATION, YOU MAY SEEK FURTHER INFORMATION FROM THE APPROPRIATE CONSUMER AGENCIES OR CONSULT LEGAL COUNSEL OR OBTAIN OTHER PROFESSIONAL ADVICE OR INSPECTIONS OF THE PROPERTY.**

**PROPERTIES AVAILABLE THROUGH REAL ESTATE INFORMATION NETWORK, INC. ARE OFFERED WITHOUT RESPECT TO RACE, COLOR, RELIGION, SEX, HANDICAP, FAMILIAL STATUS, ELDERLINESS, OR NATIONAL ORIGIN.**

_____	_____	_____
(Firm)	(Landlord Name)	(Print)
By: _____	_____	_____
(Signature of Licensee)	(Date)	(Landlord Signature) (Date)
	_____	_____
	(Landlord Name)	(Print)
	_____	_____
	(Landlord Signature)	(Date)

**RENTAL PROPERTY DISCLOSURE OF INFORMATION ON LEAD-BASED PAINT AND/OR LEAD-BASED PAINT HAZARDS**

This disclosure is made with respect to the property ("Property") located at the following address: \_\_\_\_\_

and must be attached to any lease agreement made with respect to the Property.

**1. LEAD WARNING STATEMENT**

**Housing built before 1978 may contain lead-based paint. Lead from paint, paint chips, and dust can pose health hazards if not managed properly. Lead exposure is especially harmful to young children and pregnant women. Before renting pre-1978 housing, lessors must disclose the presence of lead-based paint and/or lead-based paint hazards in the dwelling. Lessees must also receive a federally approved pamphlet on lead poisoning prevention.**

**2. REQUIREMENTS OF 42 U.S.C. §4852(D)**

42 U.S.C. §4852(d) provides that Lessor shall: (a) provide Lessee with a lead hazard information pamphlet; and (b) disclose to Lessee the presence of any known lead-based paint, or any known lead-based paint hazards, in such housing and provide to Lessee any lead hazard evaluation report available to Lessor.

**3. LESSOR'S / LANDLORD'S DISCLOSURE**

(a) Presence of lead-based paint and/or lead-based paint hazards [**Initial and complete (i) or (ii) below, as applicable**]:

(i) \_\_\_\_\_ Known lead-based paint and/or lead-based paint hazards are present in the housing (**explain**). \_\_\_\_\_

(ii) \_\_\_\_\_ Lessor has no knowledge of lead-based paint and/or lead-based paint hazards in the housing.

(b) Records and reports available to the lessor [**Initial and complete (i) or (ii) below, as applicable**]:

(i) \_\_\_\_\_ Lessor has provided the lessee with all available records and reports pertaining to lead-based paint and/or lead-based paint hazards in the housing (list documents below).

(ii) \_\_\_\_\_ Lessor has no reports or records pertaining to lead-based paint and/or lead-based paint hazards in the housing.

**4. LESSEE'S / APPLICANT ACKNOWLEDGMENTS (Initial)**

(a) \_\_\_\_\_ Lessee has received copies of all the information listed above.

(b) \_\_\_\_\_ Lessee has received the pamphlet *Protect Your Family from Lead in Your Home*.

**5. AGENT'S / PROPERTY MANAGER'S ACKNOWLEDGMENTS (Initial)**

(a) \_\_\_\_\_ Agent / Property Manager has informed the lessor of the lessor's obligation under 42 U.S.C. 4852d and is aware of his/her responsibility to insure compliance.

**CERTIFICATION OF ACCURACY**

The following parties have reviewed the information above and certify, to the best of their knowledge, that the information they have provided is true and accurate.

\_\_\_\_\_  
Rental Leasing Firm / Management Company

\_\_\_\_\_  
Lessor / Landlord Date

\_\_\_\_\_  
Agent Date

\_\_\_\_\_  
Lessor / Landlord Date

**LESSEE IS ADVISED NOT TO SIGN THIS DISCLOSURE UNLESS AND UNTIL LESSOR HAS EXECUTED THIS DISCLOSURE AND LESSEE HAS RECEIVED THE INFORMATION DESCRIBED IN PARAGRAPH 2 ABOVE.**

\_\_\_\_\_  
Applicant or Lessee Date

\_\_\_\_\_  
Applicant or Lessee Date

**REAL ESTATE INFORMATION NETWORK, INC.**  
**RENTAL (PT8/RN) - Data Input**



PROPERTY ADDRESS \_\_\_\_\_ MLS # \_\_\_\_\_  
 AGENT NAME \_\_\_\_\_ # \_\_\_\_\_ INPUT DATE \_\_\_\_\_

\* Denotes a REQUIRED field.  
 ! Denotes field that will auto fill upon input and can not be overridden

**AGENT**

\_\_\_\_\_(6) \_\_\_\_\_(20) \_\_\_\_\_(12)  
 \*List Agent # ! List Office I.D. List Agent Other Ph. # & Description Fax # Office or Agent Number  
 \_\_\_\_\_(6) \_\_\_\_\_  
 2nd List Agent # ! 2nd List Agent Name ! 2nd List Agent Phone #

\_\_\_\_\_(80)  
 Listing Display Email Address (Leave blank if you want to use your REIN primary email)

Y  N \_\_\_\_\_(20)  
 \*Finder's Fee \*Finder's Fee Amount

- \*Lock Box Type  
 CBAR Lockbox  
 HUD Key  
 None  
 Other Approved Lockbox  
 REIN Lockbox  
 VA Key  
 VPAR Lockbox  
 Williamsburg

\_\_\_\_\_(100)  
 \*Showing Instructions

Agent Remarks (Up to 500 characters)

**LOCATION**

\_\_\_\_\_(6) \_\_\_\_\_(2) \_\_\_\_\_(21) \_\_\_\_\_(4) \_\_\_\_\_(2) \_\_\_\_\_(4)  
 \*Street Number Dir Prefix \*Street Name \*Street Type Dir Suffix Unit Number

\_\_\_\_\_(3) \_\_\_\_\_(20) \_\_\_\_\_  
 \*Area \*Subdivision Name go to www.REINMLS.com for list ! Division

\_\_\_\_\_(20) \_\_\_\_\_(4) \_\_\_\_\_(10)  
 Neighborhood Name \*City/County \*Zip Code

\_\_\_\_\_  
 \*Senior High School \*Middle School \*Elementary School

\_\_\_\_\_(18)  
 Other Schools

**PROPERTY INFORMATION**

(10)  Y  N  (8)  (8)  
\*Rental Price Range Marketing \*List Date (MM/DD/YY) \*Expire Date (MM/DD/YY)

\*Rental Type \*Lease Type \*Authorization Type  (6)  
 Apartments  Monthly  Exclusive Right to Rent Appx. Sq. Ft. of Liv. Area  
 Cluster  Multi-Year  PMA  
 Condominium/Co-op  Negotiable  
 Duplex  Renewed  
 Other  Seasonal  
 Quadraville  Short Term  
 Rooming House  Yearly  
 Single Family  
 Townhouse  
 Twinhome

(2)  (2)  (2)  (3)  (2)  (6)  
\*#Bedrooms \*#Full Baths \*#Half Baths \*#Stories #Fireplaces Garage Sqft

(2)  (4)  Y  N  (7)  
# Ceiling Fans \*Appx. Year Built Master Rental Appx. # Acres

(35)  (12)  Y  N  
Occupant Name Occupant Phone \*Renter's Insurance Required

(35)  
Occupant Name 2

\*Type Sewer \*Type Water \*Water Heater  
 Call  Call  Electric  
 City/County  City/County  Gas  
 None  None  None  
 Other  Other  Oil  
 Septic  Private  Other  
 Well  Solar

**\*DISCLOSURES**  
Up to 8

- Additional Attachments
- Accid. Potential Zone 1
- Accid. Potential Zone 2
- Active Adult Community
- Assisted Living
- Clear Zone
- Crash Zone
- Exempt from Disclosure/Disclaimer Meth Lab Discl. Req
- Noise < 65 dB
- Noise > 75 dB
- Noise 65-70 dB
- Noise 70-75 dB
- Noise Zone
- None
- Occupancy Permit
- Owner Agent
- Pre 1978
- Prop Owners Assoc
- Related to Landlord
- Senior Housing

# FEATURES

## \*RENT INCLUDES

### Up to 6

- All Utilities
- Cable
- Electric
- Fully Furnished
- Gas
- Ground Maint
- Heat
- Hot Water
- None
- Oil
- Other
- Partially Furnished
- Sewer
- Trash Collect
- Water

## \*LEASE CONDITIONS

### Up to 6

- Additional Fees
- Board Approval Req
- Buy Option
- Gov. Subsidized
- Lease Required
- Other
- POA/Condo Fee Buy
- Section 8 Allowed
- Security Deposit Req

## \*PET RESTRICTIONS

### Up to 3

- No Pets
- Pet Deposit Add'l
- Pet Fee Add'l
- Pet Restrictions

## \*APPLIANCES

### As applicable

- 220 Volt Electric
- Dishwasher
- Disposal
- Dryer
- Dryer Hookup
- Energy Star Appliance(s)
- Microwave
- None
- Range
- Range-Elec
- Range-Gas
- Refrigerator
- Trash Compactor
- Washer
- Washer Hookup

## INTERIOR FEATURES

### As applicable

- Bar
- Cathedral Ceiling
- Cedar Closet
- Gas Fireplace
- Handicap
- Master BR FP
- Perm. Attic Stairs
- Pull Down Attic Stairs
- Scuttle Access
- Skylights
- Walk-In Attic
- Walk-in Closet
- Window Treatments
- Wood Stove

## EXTERIOR FEATURES

### As applicable

- Barn
- Corner
- Cul-de-sac
- Deck
- Gazebo
- Golf Course Lot
- Greenhouse
- Horses Allowed
- Inground Sprinkler
- Irrigation Control
- Patio
- Poolhouse
- Pump
- Rain Water Harvesting
- Stable
- Storage Shed
- Tagged Items
- Tennis Court
- Well
- Wind Power
- Wooded

## OTHER ROOMS

### As applicable

- 1st Floor Br
- 1st Floor Master BR
- Assigned Storage
- Attic
- Balcony
- Breakfast Area
- Converted Garage
- Fin Rm over Garage
- Foyer
- Garage Apartment
- In-Law Suite
- Library
- Loft
- MBR with Bath
- None
- Office/Study
- Pantry
- Porch
- Porch (Screened)
- Rec Room
- Spare Room
- Sun Room
- UnfinRm over Garage
- Utility Closet
- Utility Room
- Workshop

## CONDO/POA AMENITIES

### As applicable

- Boat Slip
- Cable
- Clubhouse
- Coin Operated
- Dock
- Elevator
- Exercise Room
- Gated Community
- Golf
- Ground Maint
- Other
- Playgrounds
- Pool
- Private Beach
- RV Storage
- Security
- Sewer
- Tennis Courts
- Trash Pickup
- Water

## UNIT DESCRIPTION

### Up to 3

- 1 Living Level
- 2 Living Levels
- 3 Living Levels
- Campsite
- Corner Unit
- End Unit
- Loft
- Penthouse
- Single Family
- Studio

## RENTAL EQUIPMENT

### As applicable

- Attic Fan
- Backup Generator
- Cable TV Hookup
- Ceiling Fan
- Central Vacuum
- Energy Recovery Ventilator
- Enhanced Air Filtration
- Garage Door Opener
- Generator Hookup
- Greywater Recovery System
- Hot Tub
- Intercom
- Jetted Tub
- Mechanical Fresh Air
- None
- Satellite Dish
- Security System
- Sump Pump
- Water Softener

## \*STYLE

### Up to 2

- Bungalow
- Cape Cod
- Colonial
- Contemporary
- Cottage
- Farmhouse
- Garage
- Garden
- High Rise (8+)
- Historic
- Lo Rise (1-3)
- Log Home
- Mid Rise (4-7)
- Mobile Home
- Modular
- Other
- Over Business
- Ranch
- Spanish
- Split-Level
- Traditional
- Transitional
- Tri-Level
- Victorian

## ACCESSIBILITY

### As applicable

- Adaptable Cabinets
- Casement/Crank Windows
- Curbless Shower
- Elevator
- Front-mounted Range Controls
- Grab Bars
- Hallways 42in Plus
- Handheld Showerhead
- Handicap Access
- Level Flooring
- Levered Doors
- Lift
- Low Pile Carpet
- Lower Counters
- Lower Light Switches
- Main Floor Laundry
- Offset Shower Controls
- Pocket Doors
- Ramp
- Sliding / Rotating Cabinets
- Stepless Entrance

## \*FLOORING

### Up to 5

- Bamboo
- Carpet
- Ceramic
- Concrete
- Cork
- Laminale
- Marble
- Other
- Parquet
- Slate
- Terrazzo
- Vinyl
- Wood

## ENERGY EFFICIENCY

### As applicable

- Insulation- Cellulose
- Insulation-Concrete Formed
- Insulation- Spray Foam
- Other / See Remarks
- Radiant Barrier
- Smart Electric Meter
- Solar Electric System
- Solar Hot Water
- Storm Doors
- Water Heater- Tankless

## \*WINDOW TREATMENTS

### Up to 6

- Blinds
- Curtains
- Drapes
- None
- Rods
- Shades
- Shutters

## GREEN CERTIFICATIONS

### As applicable

- Builders Challenge (DOE)
- Earth Craft
- Energy Audit
- Energy Star Home
- Environments for Living
- Healthy Home (Lung Assoc)
- Home Energy Rating (HER)
- LEED for Home
- National Green Bldg Cert.
- Other Certification

## \*FOUNDATION

### Up to 2

- Basement
- Crawl
- Other
- Pile
- Sealed/Encapsulated Crawl Space
- Slab

## SUSTAINABLE

### As applicable

- Advanced Framing
- Concrete Construction
- Engineered Wood Products
- Recirculation HotWater

## POOL

### Up to 2

- No Pool
- Pool-Above Ground
- Pool-In Ground
- Solar Pool Equipment



**FEATURES CONT.**

**FENCE**

Up to 3

- Backyard Fenced
- Chain Link
- Cross Fenced
- Decorative
- Dog Run
- Electric
- Front Yard Fenced
- Full
- None
- Other
- Partial
- Picket
- Privacy
- Rail
- Split Rail
- Wall
- Wire
- Wood Fence

**\*PARKING**

Up to 6

- Garage Att 1 Car
- Garage Att 2 Car
- Garage Att 3+ Car
- Garage Det 1 Car
- Garage Det 2 Car
- Garage Det 3+ Car
- Oversized Gar
- Parking Garage
- Unit Garage
- 1 Space
- 2 Space
- 3 Space
- 4 Space
- Assigned/Reserved
- Converted
- Carport
- Covered
- Lot
- Close to Mass Transit
- Multi Car
- None
- Off Street
- Driveway Spc
- Street

**\*WATERFRONT**

Up to 3

- Bay
- Boat Lift
- Boathouse
- Bulkhead
- Canal
- Creek
- Deep Water
- Deep Water Access
- Dock
- Lake
- Marsh
- Navigable
- Not Waterfront
- Ocean
- Pond
- Riparian Rights
- River
- Stream
- Tidal
- WF Restrictions

**VIEW DESCRIPTION**

Up to 2

- Bay
- Beach
- City
- Golf
- Harbor
- Marsh
- Ocean
- River
- Water
- Wooded

**\*ROOF**

Up to 2

- Asphalt Shingle
- Composite
- Concrete
- Green
- Metal
- Other
- Poly Skin
- Reflective
- Slate
- Tar and Gravel
- Tile
- Vinyl
- Wood Shingle

**\*COOLING**

Up to 2

- 16+ SEER AC
- Central Air
- Geo-Thermal
- Heat Pump
- Heat Pump W/A
- None
- Other
- Variable Speed
- Whole House Fan
- Window/Wall
- Zoned

**\*HEATING**

Up to 3

- Baseboard
- Coal
- Electric
- Floor Furnace
- Forced Hot Air
- Geo-Thermal
- Heat Pump
- Heat Pump W/A
- Hot Water/Steam
- Natural Gas
- None
- Oil
- Other
- Programmable Thermostat
- Propane Gas
- Radiant
- Radiant Heated Floors
- Radiator
- Solar
- Space
- Variable Speed
- Wall Furnace
- Wood
- Zoned

**ROOMS / UNITS**

<input type="text"/> (2) *Rental Level	<input type="text"/> (7) Appx. Living Rm. Dimen.	<input type="text"/> (1) Level	<input type="text"/> (7) Appx. Great Rm. Dimen.	<input type="text"/> (1) Level	<input type="text"/> (7) Appx. Dining Rm. Dimen.	<input type="text"/> (1) Level
	<input type="text"/> (7) Appx. Kitchen Dimen.	<input type="text"/> (1) Level	<input type="text"/> (7) Appx. Family Rm. Dimen.	<input type="text"/> (1) Level	<input type="text"/> (7) Appx. Master Bdrm. Dim.	<input type="text"/> (1) Level

**MARKETING**

Public Remarks (Up to 1000 characters)

(60)

Directions

**\*Photo Code**

- Exterior Plus Extra Photos (Photographer Fees Apply)
- Take Exterior Photo Only (REIN Fee Applies)
- Land, Commercial Listing - No Photo Required
- Listing Agent/Office Uploads Own Photo(s)

**Web Exclude**

Up to 3

- Exclude Address
- Exclude AVM
- Exclude Blogging
- Exclude Listing

Virtual Tour Branded

Virtual Tour Non Branded

**FINANCIAL**

Y  N

\*List Firm Appl. Req.

\_\_\_\_\_ (4)

Appl. Fee/Adult

\_\_\_\_\_ (12)

Appx. Additional Fees

\_\_\_\_\_ (12)

Appx. Security Deposit

\_\_\_\_\_ (8)

\*Possession

Y  N

\*HOA

**AUTHORIZATION OF LANDLORD, LISTING AGENT AND LISTING FIRM.**

The Landlord represents and warrants the accuracy of all information provided by Landlord to Listing Firm concerning the Property Address listed above ("the Property") (including the statements made in this Data Input Form). Landlord, Listing Agent and Listing Firm (collectively "Landlord Entities") hereby transfer and assign to REIN all rights of ownership and copyright to all information, including photographs and sketches ("Information"), hereby submitted to REIN regarding the Property. Landlord Entities represent and warrant that one or more of them (and no one else) is/are the owners of all such Information. Landlord authorizes Listing Agent and Listing Firm to submit Information concerning the Property to REIN for display and publication through the internet and other media and Landlord Entities agree to allow such Information to be released, advertised, disseminated and used by REIN for any lawful purpose as deemed appropriate by REIN and to be made available to all REIN Members (including REIN Members' customers and clients). Landlord agrees to indemnify and hold REIN (together with any other broker Members of REIN and their agents) (collectively "REIN") harmless against any and all damage, liability or expense of any kind or nature whatsoever (including attorneys' fees and expert fees) arising from (1) the inaccuracy of any such Information, statements, representations and warranties and (2) any claim brought against REIN arising out of REIN's use of such Information.

Landlord further authorizes the information provided on this Data Input Form to be repeated in any subsequent rental listing submitted to REIN on Landlord's behalf by Listing Agent or Listing Firm, pursuant to any property management agreement between Listing Firm and Landlord, then in effect, Landlord further authorizes Listing Agent or Listing Firm to provide REIN an updated Data Input Form without the Landlord's signature, to update the information on this Data Input Form, with information approved by Landlord, in a signed property management agreement, or otherwise in writing, including, in an email exchange.

Firm \_\_\_\_\_ Signature of Landlord \_\_\_\_\_

By Agent \_\_\_\_\_ Signature of Landlord \_\_\_\_\_

**Distribution: Copies to all concerned parties as deemed appropriate.**