

PF000 – NEW BUSINESS ENQUIRY QUESTIONNAIRE

Rental Agent _____ Enquiry Date / Time _____

Contact Number/s _____

Owner / Enquirer Info

Name _____ Email _____

Property Owner? ☐ Y ☐ N

If N relationship to property owner _____

property owner name/s & contact details _____

Property Information

Address _____

Type of Property _____ # Bedrooms _____ # Bathrooms _____

Garaging / Parking _____ Furnished ☐ Y ☐ N

Appliances ☐ Stove ☐ Oven ☐ Hob ☐ Fridge ☐ Dishwasher Other _____

Outdoor area _____

Other features _____

Rental Information

Currently Rented? ☐ Y ☐ N

If yes: how much? _____ Who's managing it? Owner / Agent / Other _____

Are utilities metered? Water ☐ Y ☐ N Electricity ☐ Y ☐ N

What service are you looking for? (tick all appropriate)

- | | | |
|--|---|--|
| ☐ Rental appraisal | ☐ Find & screen tenant | ☐ Collect Rent |
| ☐ Arrears Management | ☐ Manage maintenance | ☐ Interim Inspections |
| ☐ Pay property expenses | ☐ Invoice & collect tenant utilities | ☐ Invest deposit |

Other: _____

Access Arrangements

Contact Details _____

Viewing Appointment

Date _____ Time _____ Owner will be present ☐ Y ☐ N