



# One Property Management L.L.C.

## Owner and Property Information Sheet

Thank you for selecting **One Property Management L.L.C.** Please use this form to contact our transition specialist. You can also email or call **866-610-4415 ext 100** to review your property needs.

In order to provide you with a quick turnaround on a quote please supply as much information about your property as possible including:

### Property Information

Property Type:

- Single Family Home     Townhouse     Multy-Family     REO Property     Condominium  
 Cooperative     HOA     Timeshare     Mobile Home     Office Building  
 Commercial Building     Industrial Building

Number of units: \_\_\_\_\_

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

Property City: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Is the property currently vacant?  Yes  No

Are you currently managed?  Yes  No

### Owner Information

Full Name or Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_



# One Property Management L.L.C.

Property Detail:

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Any questions or comments:

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## **Community Association Management Only:**

Number of units: \_\_\_\_\_

Number of Board members/owners: \_\_\_\_\_

Current capital projects: \_\_\_\_\_

Current legal issues?  Yes  No

Estimated management transition date: \_\_\_\_\_

Are you currently managed?  Yes  No

Are there upcoming special assessments?  Yes  No

How did you find us?

- Online Search    Advertisement online    Website    Web Banner  
 E-mail from OPM    Referral    Friend told me    TV commercial    Radio  
 Other

Once you finish filling out information above, please submit to:

Email: [info@onepropertymanagement.com](mailto:info@onepropertymanagement.com)

Or

Fax: 888-308-9885

**Disclaimer: Information obtained on this questionnaire is for office use only and future business within parties. We respect your privacy and will not sell your contact info to any third party.**