



Property Management Checklist

Items and paperwork needed to complete your file:

1. Copy of Warranty Deed
2. Copy of Driver's License
3. Copy of your current Liability insurance policy showing a minimum of \$500,000 General Liability coverage with "RentLife Property Management" listed as "Additional Insured."

***** We Recommend a \$1,000,000 in Liability Coverage *****

***** Please note, RentLife Property Management must be listed as "Additional Insured" and not "Additional Interests." *****

4. Copy of current mortgage statement
5. \$ 500 Cash Reserve
6. A key to your home
7. Please advise if you have a home warranty on the home.
8. Copy of current Lease agreement and contact information of tenant (if applicable).
9. Articles of Incorporation or Business Docs if owned by an Entity.

We will send the following via DocuSign

10. Management Agreement and Addendum
11. W-9
12. ACH Direct Deposit Form