



8307 University Executive Park Drive
Suite 251 | Charlotte, NC 28262
Office: 704.817.9533 | Fax: 704.817.9522
info@rubecproperties.com | rubecproperties.com

Warranty Declaration
Security System Declaration

Owner Information Sheet

Please complete this sheet. The information provided will enable us to better manage your property.

Legal Property Owner name: _____

Property Address: _____

Insurance

Notify your insurance agent that the property above is a rental so that the appropriate insurance coverage can be placed on the property. Provide us with a copy of the declaration page of your insurance policy.

Insurance Company: _____

Policy # _____

Agent _____

Agent's Phone Number: _____

Security System

If the property is monitored by a monitored alarm system, contact the company to let them know it will be a rental to determine your options are it relates to payments, assignment and or termination.

Security System Company: _____

Phone Number: _____

Security Code: _____

Security Gate

Code: _____

Number of access cards: _____

Garage Door Opener

Number of remote openers _____

Garage code _____

Make/Model _____

Home Warranty

Warranty Company _____

Contract Number _____

Policy period Start: _____ End: _____



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Phone Number: _____

All Utilities are maintained in the owner's name. Utilities should be on when the property is vacant. You may contact Duke Energy to inquire about the revert to owner program - 800-

Is the house number visible from the street yes: _____ No _____

Is there a working smoke and carbon monoxide detector on each level of the property?
(Requirement of the Charlotte Housing Code)

Have all personal items been removed from the property? If not, list items that remain

Appliances

Stove _____

Microwave _____

Refrigerator _____

Dishwasher _____

Washer _____

Dryer _____

Other _____

Does the property include a fireplace?

Gas _____ Wood _____

Last chimney flue cleaning _____

Mortgage

Is there a mortgage on the property? Yes _____ no _____

If yes, please include a copy of your most recent mortgage statement