



Dear Homeowner,

Thank you for allowing us the opportunity to provide you with our property management service. Attached you will find the following documents that we will need to move forward with the management of your home.

1. Property Management Agreement

NOTE: Please initial each page and return to us

2. ACH Agreement

NOTE: Please sign and return to us with a voided check

3. Lead Base Paint Disclosure

NOTE: Please sign and return to us if your property was built prior to 1978

4. Owners Handbook (HomeSeekers Owners Policy & Procedures Manuel)

5. Owners Profile

NOTE: Please complete and return to us

6. Property Data Sheet

Note: Please complete and Return to us.

7. Owner Notification to Tenant of New Management Company

NOTE: Sign the letter and mail to the existing tenant if applicable

8. IRS W9 Form

NOTE: Please complete and return executed copy to us

9. Sample Lease

Thank you for your business and I look forward to meeting you. Please don't hesitate to call me if you have any questions.

Sincerely,
HSR Management Team