



## Residential Request for Information

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

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

Legal Land Description: \_\_\_\_\_

Daytime Phone Number: \_\_\_\_ - \_\_\_\_ - \_\_\_\_

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

### EXTERIOR

1. Indicate whether your property has any of the following services.

- ☐ Water well  
☐ Power  
☐ Septic  
☐ Natural gas  
☐ Propane gas

2. What year was your house built?

Year Built \_\_\_\_\_

3. Describe the roofing material:

- ☐ Asphalt shingle roof  
☐ Shake roof  
☐ Clay tile roof  
☐ Metal roof  
☐ Metal shingles  
☐ Other \_\_\_\_\_

4. Indicate the type(s) of exterior finish.

	% of Coverage
Stucco	_____
Wood	_____
Aluminum	_____
Vinyl	_____
Prefinished Masonite	_____
Hardy Board	_____
Brick / Stone	_____
Other _____	_____

5. Which of the following does the property have?

	Dimensions
<input type="checkbox"/> No deck or patio	
<input type="checkbox"/> Open (uncovered) deck / patio	_____
<input type="checkbox"/> Covered deck	_____
<input type="checkbox"/> Enclosed deck / Sunroom	_____
<input type="checkbox"/> Solarium	_____
<input type="checkbox"/> Balcony	_____
<input type="checkbox"/> Other _____	_____

6. Describe other buildings on the property:

	Include Insulated Heated Size(SqFt)		
No carport / garage	<input type="checkbox"/>		
Attached garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Detached garage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Carport	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### INTERIOR

7. Does your home contain any of the following?

- ☐ Central air conditioning  
☐ Indoor hot tub  
☐ Outdoor hot tub  
☐ Secondary suite  
☐ Walk out basement  
☐ Separate entrance to basement  
☐ In-floor heating in basement  
☐ Sauna  
☐ Theatre/media room  
☐ Solar panels  
☐ Vaulted Ceiling  
☐ Ceiling features (ex. tray, coffered, wood beams)  
☐ Granite, quartz or similar countertops  
☐ Hardwood flooring  
☐ Ceramic tile flooring  
☐ Laminate or vinyl flooring  
☐ Other \_\_\_\_\_

8. Indicate the type(s) of heating.

- ☐ Forced Air  
☐ Hot Water  
☐ In-Floor Heating  
☐ Wall Furnace  
☐ Solar  
☐ Geo Thermal  
☐ Other \_\_\_\_\_

9. Indicate the number and type of fireplace(s) on each level:

	Main	Upper	Bsmt/Lower
Natural gas fireplace (built-in)			
Wood or pellet fireplace (built-in)			
Freestanding or woodstove			
Electric fireplace (built-in)			

10. Indicate number of plumbing fixtures:

Description	Main Floor #	Upper Floor #	Bsmt/Lower #
2pc bath (sink & toilet)			
3pc bath (sink, toilet, tub or shower)			
4pc bath (sink, toilet, tub/shower combo)			
4pc bath (sink, toilet, tub, separate shower stall)			
5pc bath (double sink, toilet, tub, shower stall)			
Additional (ex: separate shower stall)			
Kitchen Sink			
Bar Sink			
Laundry Sink			

11. Describe the basement development (total percent of area must = 100%):

Room	# of Rooms	% of Area	Flooring (eg. carpet/laminate)	Walls/Ceilings (eg. paneling/drywall)	Additional Comments
Developed					
Undeveloped					
Crawl space (4 to 5 feet)					

## RENOVATIONS / UPGRADES

12. For each category, if renovated, indicate the year renovated. Add comments for further clarification.

Category	Year Reno'd	% Reno'd	Additional Comments
Roof covering			
Windows			
Kitchen cabinets			
Kitchen counters			
Furnace/boiler			
Electrical upgrades (ex: fixtures, panel/wiring)			
Plumbing fixtures			
Plumbing pipes (ex: waterlines, drain, waste and vent lines)			
Flooring			
Exterior finish			
Interior Doors			
Exterior Doors			
Soffits and eavestrough			
Interior finish (ex: drywall)			
Interior paint			
Trim (ex: baseboards, window and door moulding)			

13. Please describe each addition. Add comments for further clarification.

	Structural Addition	Year Built	Sq.ft.	Dimensions	Additional Comments
1.					
2.					
3.					

14. Are there structural issues with the property? Please describe. (e.g. horizontal foundation cracks, flooding issues)

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## LAND USE

15. Use of Land: (Check all that apply)

- ☐ Residential  
☐ Farm  
☐ Commercial  
☐ Industrial  
☐ Other (please specify) \_\_\_\_\_

16. What type of farming production is currently occurring on the property? (Check all that apply) \*Only complete this question if you selected Farm as a Land Use

- ☐ Cattle / Poultry / Swine / Fish / Bees  
☐ Breeding Horses  
☐ Boarding Horses  
☐ Horticulture (crops/greenhouses etc.)  
☐ Other (please specify) \_\_\_\_\_

17. If Farm was selected as a land use, please provide a breakdown of agricultural products that were raised, produced and sold over the last year at the property indicated on this survey.

	Agricultural Products (be specific)	Sold (\$ Amount)	Date Sold (approximate)
1.			
2.			
3.			

18. Please provide the following information if this property was leased for farming operations. (farming operations conducted by someone other than yourself)

Lessee Name \_\_\_\_\_

Lessee Phone Number \_\_\_\_\_

Nature of Farming Activity \_\_\_\_\_

Start Date \_\_\_\_\_

Expiry Date \_\_\_\_\_

Area Leased (Acres) \_\_\_\_\_

### **OUTBUILDINGS**

19. Please complete the following table for any additional buildings on the property (e.g. detached garage, shop, barn).

	Building #1	Building #2	Building #3	Building #4	Building #5
Building Type					
Estimated Year Built					
Use (Farm/Personal/Commercial etc.)					
Estimated Size (sq. ft.)					
Estimated Height (ft.)					
Insulation					
Heat Type					
Concrete Floor (Y/N)					
Electrical (Y/N)					
Mezzanine Area (Y/N)					
Type of Exterior Finish					

### **NON-RESIDENTIAL**

20. Is there any commercial activity associated with this property?

☐ Yes ☐ No

21. Indicate the type of commercial activity:

☐ Lodging Accommodations

☐ Professional Services (accounting, law office, etc.)

☐ Retail

☐ Food Service

☐ Manufacturing/Fabricating Warehouse

☐ Distribution Warehouse

☐ Storage

☐ Cold Storage Facility

☐ Other \_\_\_\_\_

22. What is the name of the business?

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23. Please add your comments or additional information:

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24. All the information provided is true and accurate to the best of my knowledge.

Signature \_\_\_\_\_ Date \_\_\_\_\_