

Landlord Information Updates

Landlord Name: _____

Effective Date of Change: _____

Please describe what information you are changing below:

Did your mailing address change? **Yes / No**

If yes, please list your new mailing address below:

New Address: _____

Did your phone number change? **Yes / No**

If yes, please list your new number below:

Phone Number: (_____) _____ - _____

Is your Bank information still the same? **Yes / No**

If no, please complete a new Direct Deposit form and provide us with a voided check.
Once received, we will update your banking information for the next direct deposit.

Did you sell your property? **Yes / No**

If yes, please have the new property owner come into our office. They will need to provide us with the closing documents/settlement statement, so our office is able to switch the property over into the new landlords name with their information into our system.

Signature

Date