



Orange County Housing & Community Development

Landlord Rental Property Submittal Form

Section 1: Landlord Information

Landlord/Owner Name:

Company/LLC:

Mailing Address:

Phone Number:

Email Address:

Section 2: Rental Property Information

Rental Property Address:

Type of Unit: ☐ Single-Family ☐ Duplex ☐ Apartment ☐ Condo ☐ Other

Bedrooms:

Bathrooms:

Sq Ft:

Monthly Rent Requested: \$

Security Deposit: \$

Application Fee (if any): \$



Landlord Rental Property Submittal Form (continued)

Utilities Included: ☐ Water ☐ Electric ☐ Gas ☐ Trash ☐ None

Appliances Provided: ☐ Stove ☐ Refrigerator ☐ Dishwasher ☐ Washer/Dryer ☐ Other

Section 3: Availability

Is the unit vacant? ☐ Yes ☐ No, available date:

Is the unit move-in ready? ☐ Yes ☐ No, explain:

Pets allowed? ☐ Yes ☐ No, restrictions:

Instructions for Submittal

Email this completed form along with your Landlord Briefing Certificate, and Management Agreement (if app) to

Samantha Martinez

Samantha.Martinez@ocfl.net

(407)-836-5150

This form is valid for 30 days; if the unit remains vacant after 30 days, a new form must be submitted.



Landlord Rental Property Submittal Form (Signatures)

Section 5: Certification

I certify that the information provided above is true and accurate.

Signature:

Date:

Section 6: Landlord Acknowledgment

☐ I have read the booklet 'A Good Place to Live'.

☐ I understand that inspectors do not provide a checklist of what to do.

It is the landlord's responsibility to ensure the unit will pass inspection.

Acknowledgment Signature:

Date: