



AGENT REGISTRATION
and INSTRUCTIONS

19785 W Twelve Mile Rd PMB 173
Southfield, MI 48076

phone: 248-415-5514
fax: 248-626-2103

Dear Agent,

Thank you for recommending NHL Property Management. At your first meeting with your Client, please supply them with a Client Package and return this form to us by fax or email. Upon receipt of your completed Agent Registration, we will introduce our company and discuss our services with the homeowner. We pledge to protect your Client/Agent relationship.

When a tenant is secured for the property, we will need to have our company name inserted as Landlord (anywhere indicated) on the Lease. All payments should be sent to our address. We'll also need the security deposit check made payable to NHL Property Management. Please complete and return the New Client Checklist, with copies of the Application and Lease Agreement. If you require further instructions or assistance, please let us know.

AGENT INFORMATION

NAME: _____ ID#: _____
OFFICE: _____ OFFICE PHONE: _____
EMAIL: _____ FAX: _____
ADDITIONAL PHONE NUMBERS: _____

CLIENT INFORMATION

NAME(s): _____
ADDRESS: _____
PHONE: _____ EMAIL: _____

PROPERTY(ies) TO BE MANAGED

ADDRESS: _____
ADDRESS: _____
NOTES: _____

website address: www.nhlpropertymanagement.com
e-mail address: info@nhlpropertymanagement.com