

Submission Template for Property Owners	Ref
Leasing or Renting of Residential Properties	Office use only

Please complete all fields in this submission template. For further information or if you have any queries please contact AnneMarie Conway at (01) 2054755 or aconway@dlrcoco.ie.

Completed submission should be sent to AnneMarie Conway at aconway@dlrcoco.ie

1 – Contact details	
Property Owner’s Name	
Address of Property Owner	
Designated Contact Person <i>(if different from Owner)</i>	
Contact Address <i>(if different from Owner)</i>	
Contact Phone Number	
Contact e-mail address	

2 – Any other relevant information (in addition to tables overleaf)

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3. Details of Properties Proposed – PLEASE SPECIFY INDIVIDUAL PROPERTIES									
Property/Development Address	Type & Floor (e.g. 2 nd floor Apt.)	Beds No.	Floor Area (m)	Total number in overall Development	Date Available	Current Monthly Market Rent €	BER (rating)	Parking (y/N) Surface/U/G?	Age of Property (Years)

3. Details of Properties Proposed (Cont'd) – PLEASE SPECIFY INDIVIDUAL PROPERTIES								
Property/Development Address	Type of Heating System	If boiler when last serviced	Double-glazed windows Y/N	Are windows compliant with current Fire Regulations? Y/N	Has the property been rewired? Y/N	If Yes, please state when	Attic Insulated Y/N	Kitchen Appliances – are they integrated? Y/N