# Field Inspection Intake Form

Enter today’s date

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| --- | --- | --- | --- | --- |
| Client Information  Company Name: Mortgage Lender/Landlord/Insurance Company.  Address: Full address, city, province, and postal code Phone: Main line, extension. | | | | |
| Main Contact: First and last name Phone number: Direct line, extension. Email: Email address.  Secondary Contact: First and last name Phone number: Direct line, extension. Email: Email address. | | | | |
| Property Information  Address: Full address, unit # City/Prov: City, Province, Postal Code.  This address is:  Residential  Commercial  Mixed use  Other |  | |  |
| Major intersection: Situated close to:  Property Type: Select. Status: Choose an item.  Debtor Information |  |  | |
| Client ID/Mortgage #: Client ID/Mortgage #  Debtors/Tenants Last Name: Primary First Name: Primary  Debtors/Tenants Last Name: Secondary First Name: Secondary  How many days delinquent? # of days past due.  Is the property listed for sale?  yes  no  unknown  Broker information: Name of Realtor (if applicable)  Phone number: Direct line, extension Email: Email address |  |  | |
| Is the property under construction?  yes  no  unknown  Project Description  Type of services required: (select all that apply)  Condition Report  Mortgage Field Inspection  Tenant Services  Property Maintenance  Residential Cleaning Services  Commercial Cleaning Services  Handyman Services  Landscaping & Grounds Maintenance  Project Management  Other: Describe.  **Details**: Describe in further detail. | | | | |

Pricing:

The above services a priced based on estimate. Contact us to schedule time and date to visit the property and we will be more than happy to provide you with a quote.

Instructions:

After completing this form, save and upload in our online portal by visiting: [www.12gatesps.com](http://www.12gatesps.com) and click on “Send us a file” located in the “Let’s Talk” Box at the bottom of the page. We will respond to you before the end of the next business day.