

**D.C. RENTAL LISTING CHECKLIST &  
PROCESSING SHEET – NOVEMBER 2019**

*Fill out when you list your rental and give to front desk for case file.*

Property Address: \_\_\_\_\_ MRIS # \_\_\_\_\_  
\_\_\_\_\_

**Listing Agent:** \_\_\_\_\_ **List Price: \$** \_\_\_\_\_

**Expires:** \_\_\_\_\_

**Owner(s) Name: (capital letters):** \_\_\_\_\_

**THE FOLLOWING FORMS ARE REQUIRED FOR ALL RENTAL LISTINGS**

\_\_\_ EXCLUSIVE AUTHORIZATION TO RENT #1220

\_\_\_ DISCLOSURE OF BROKERAGE RELATIONSHIP #1002

\_\_\_ ORIGINAL: CONSENT FOR DESIGNATED REPRESENTATION  
(GCAAR #1001)

**Was property built before 1979? YES / NO**

**Note: LEAD PAINT LAW (December 1996) requires various disclosures be given to Owners with each listing.**

**Was property built in 1986 before 1986? YES / NO**

\_\_\_ DC Lead Disclosure Form

If you answered **YES** to the above, attach

\_\_\_ ORIGINAL: **LEAD PAINT DISCLOSURE (Rentals and Leases)** (GCAAR form 907)