

Quick Reference – Real Estate

| | | |
|--|---------------------------------|----------------------------------|
| Address | XXXXXXX | YYYYYYY |
| Description | Single Family-Home | Condo - Rental |
| Ownership on Title | | |
| Date Purchased | | |
| Cost Basis | | |
| Current Value(guess) | | |
| 1.Original Mortgage Amount 2.Second Mortgage Amount | | |
| 1.Monthly Payment 2. | | |
| 1.Payment Date 2. | | |
| 1.Payment Address 2. | | |
| 1.Auto Pay 2.Mail Pay | Bank Coupon location | |
| 1.Mortgage Holder 2. | | |
| 1.Loan Number 2. | | |
| 1.Holder Phone # 2. | | |
| FireInsurance | Company Policy # | |
| Agent Name | | |
| Agent Address | | |
| Agent Phone # | | |
| Tenant Name | | |
| Tenant Phone | | |
| Folder location* | File/Real Estate/Home subfolder | File/Real Estate/Condo subfolder |

*Keep insurance policy, title, mortgage papers, lease, etc. in each folder