

All Underlined Fields Must Be Completed = Required Fields

Agent Name _____ Date Entered ____/____/____ Listing # _____

GENERAL INFORMATION

Auction Yes No Auction Date ____/____/____ List Price \$ _____ List Date ____/____/____ Expiration Date ____/____/____

Street # _____ Street Dir _____ Street Name _____ Street Type _____ Unit # _____

(Avenue, Court, Lane, etc)

Zip Code _____ Zip +4 _____ State _____ County _____ City _____

Township _____ Area _____ Subdivision _____ Parcel ID# _____

Zoning _____ Pub. On Internet Yes No Broker Recip. Yes No Vow Include Yes No

Vow Address Yes No Allow AVM Yes No Allow Comments Yes No

LISTING INFORMATION

Occupied by Owner Tenant Vacant Listing Type EA) Exclusive Agency (ER) Exclusive Right to Sell Subagent _____ (\$/%)

Buyer Agent _____ (\$/%) Dual Rate Yes No Comm Desc _____ Less Lot \$ _____

Named Exceptions Yes No Service Restrictions Entry Only Limited Service Not Applicable Property Disclosure Yes No

Lead Base Paint Disclosure Yes No Property Type Condo PUD Villa Zero Lot Line Free Standing

AGENT INFORMATION

Listing Agent ID _____ (Select Find an Agent in Listing Load) List Agent Name _____ (All other fields will populate in the Listing Load)

Co-List Agent ID _____ (Select Find an Agent in Listing Load) Co-List Agent Name _____ (All other fields will populate in the Listing Load)

CONDO / INTERIOR INFORMATION

Bedrooms _____ # of Rooms _____ Year Built _____ Year Built Description Unknown New Construction

Est. Completion Date ____/____/____ Approx. Square Feet _____ Square Feet Source Blue Prints Measured

None Other Public Records See Remarks End Unit Yes No Accessibility Features Yes No

Features Available (Limit 3): Accessibility Features Form Curbless Shower Doors 32"+ Grab Bars Hallways 32"+

Handrails Lever Handles Wheel Chair Ramp Full Bath Upper _____ Half Bath Upper _____ Full Bath Main _____

Half Bath Main _____ Full Bath Lower _____ Half Bath Lower _____ Master Bath Yes No Pets Allowed Yes No

ROOM INFORMATION

<u>Required Rooms</u>	<u>Level</u>	<u>Room Length</u>	<u>Room Width</u>	<u>Flooring Types</u>	<u>Features</u>	<u>Features</u>	<u>Features Selection</u>	
MASTER BED							ADDNLIV	FORMAL
BEDROOM 2							BALCONY	HOT TUB
BEDROOM 3							BAR	ISLAND
BEDROOM 4							BAY WINDOW	KITCHEN/FAMILY COMBO
BEDROOM 5							BOX WINDOW	LIVING ROOM/DINING COMBO
DEN							CATHEDRAL CEILING	OTHER
DINING ROOM							CEILING FAN	PAN CEILING
FAMILY ROOM							COVE CEILING	PANTRY
KITCHEN							CROWN MOLD	SKYLIGHT
LIVING ROOM							DECK AND PATIO	TRAY CEILING
OTHER ROOMS:							DROP CEILING	VAULTED CEILING
							EAT IN	WET BAR
							ENTERTAINMENT CENTER	
							FIREPLACE	

<u>Other Room Choices</u>				<u>Level Choices</u>		<u>Floor Choices</u>	
BEDROOM	ENTRY	LIBRARY	REC ROOM		L = LOWER	CARPET FLOOR	
BONUS ROOM	EXER ROOM	LOFT	SCREEN PORCH		M = MAIN	LAMINATE FLOOR	
BREAKFAST	FIN BASEMENT	MUD ROOM	SUNROOM		U = UPPER	TILE FLOOR	
BREEZEWAY	GREAT ROOM	OFFICE	UTL-LAUNDRY			VINYL FLOOR	
ENCL PORCH	HOME THEATER	OTHER	WORKSHOP			WOOD FLOOR	

INTERIOR / EXTERIOR Cont'd.

Parking Spaces _____ Garage Size _____ Plat _____ Lot _____ School District _____
 Elementary School _____ High School _____ Condo Fee \$ _____ Condo Fee Per
 Monthly _____ Quarterly _____ Initiation Fee \$ _____ Initiation Fee _____ Monthly _____ Quarterly _____ Assessment Type _____
 Balance of Construction \$ _____ Construction Assessment \$ _____ 6 Mos. General Tax \$ _____
 6 Mos. Special Tax \$ _____ Homestead Exempt / Primary Residence Yes No

FEATURES

- | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|---|--|--|--|---|---|--|---|--|--|---|---|---|---|--|---|---|---|
| <p>1. <u>Type (Limit 1)</u>
 1.5 STY
 Cluster
 Free Standing
 Lower
 Main
 Other
 Ranch
 Town
 Upper</p> | <p>2. <u>Exterior (Limit 2)</u>
 Aluminum, Steel
 Brick
 Concrete Comp
 Other
 Shingle
 Stone
 Stucco
 Vinyl
 Wood/Wood-Comp</p> | <p>3. <u>Foundation (Limit 2)</u>
 Crawl
 Full Basement
 Partial Basement
 Slab
 Walk-Out
 Other</p> | <p>4. <u>Roof (Limit 1)</u>
 Flat
 Metal
 Other
 Shingle
 Slate
 Tile
 Wood</p> | <p>5. <u>Parking (Limit 4)</u>
 Assigned
 Attached
 Carport
 Detached
 Garage
 None
 Other
 Parking Lot
 Rear Load
 Side Load
 Underground</p> | <p>6. <u>Driveway (Limit 2)</u>
 Adjoining
 Alley
 Asphalt
 Circular
 Concrete
 Dirt
 Gravel
 None
 Other
 Pavers
 Ribbon
 Shared
 Stamped</p> | <p>7. <u>Lot Desc (Limit 3)</u>
 Corner
 Creek
 Cul De Sac</p> | <p>8. <u>Fireplace (Limit 5)</u>
 Basement - Rec
 Circ Blow
 Family
 Free
 Gas
 Glass
 Grate
 Insert
 Living
 Log Lite
 Master
 None
 Other
 Screen(s)
 Tools
 Wood Stove
 Woodburn</p> | <p>9. <u>Unit Appl (Limit 7)</u>
 Compactor
 Dehumidifier
 Dishwasher
 Disposal
 House Fan
 Humidifier
 Microwave
 None
 Opener
 Range Oven
 Refrigerator
 Smoke Alarm
 Soft (lease)
 Soft (to own)</p> | <p>10. <u>Unit Feature (Limit 12)</u>
 100+ Amp
 1st Laundry
 2nd Laundry
 Alarm
 Attic Fan
 Attic Stairs
 Central Vacuum
 Chattel
 Common Entry
 Common Laundry
 Deck
 Dryer Con E
 Dryer Con G</p> | <p>11. <u>Com Feature (Limit 7)</u>
 Add Liv Qtrs
 Common Rec
 Common TV
 Elevator
 Exercise Room
 Hot Tub
 In Pool
 Laundry
 None
 Other
 Playground
 Sauna
 Sprinkler
 Tennis</p> | <p>12. <u>Fee Includes (Limit 10)</u>
 Cable TV
 Electrical
 Ext Hazard Insurance
 Exterior Maintenance
 Gas
 Lawn Care
 None
 Other
 Rec Maintenance
 Refuse
 Satellite
 Security
 Security Light
 Sewer Included
 Snow Removal
 Water Included</p> | <p>13. <u>Heating (Limit 10)</u>
 Boiler
 Forced Air
 Geothermal
 Gravity
 Heat Pump
 Hot Water
 Other</p> | <p>14. <u>Heat Fuel (Limit 7)</u>
 Electric
 Natural Gas
 Oil
 Other
 Propane
 Solar
 Wood / Coal</p> | <p>15. <u>Cooling (Limit 5)</u>
 Central Air
 None
 Other
 Wall
 Window</p> | <p>16. <u>Water Heater (Limit 1)</u>
 Electric
 Gas
 Oil
 Other
 Propane
 Solar</p> | <p>17. <u>Water (Limit 3)</u>
 Holding
 Other
 Pond
 Private
 Public
 Shared Well
 Well</p> | <p>18. <u>Sewer (Limit 3)</u>
 Other
 Sanitary
 Septic
 Storm(s)</p> | <p>19. <u>Terms (Limit 5)</u>
 Assume
 Bank
 Cash
 Conventional

 FHA
 Land Contract
 Lease Option
 Lease Purchase
 Other
 Rent
 Seller Assist
 VA</p> | <p>20. <u>Possession (Limit 2)</u>
 30 DAC
 At Close
 Negotiable
 Other
 Spec Date
 Ten Right</p> | <p>21. <u>Owner Status (Limit 1)</u>
 Agent Owned
 Corporate Owned
 HUD Owned
 Lender Owned</p> |
|--|--|--|---|--|--|--|---|---|--|---|--|--|---|---|---|---|--|---|---|---|

Remarks (max 600):

Private Remarks (max 150):

Agent Remarks (max 400):

Directions To Property (max 150):

Lockbox Serial Number: _____

Interior/Exterior Audio/Video Equipment

Yes

No

Showing Instructions (max 100):

Dotloop Easy Offer Link

Secure Showing Instructions for ShowingTime (max 250):

Virtual Tour URL: (Unbranded)

LISTING ATTRIBUTION CONTACT

Pick only one

Agent Phone

Agent e-mail

Office Phone