

BOLDED Items are REQUIRED

Submitted From _____
Entered by _____
Date Received _____
Date Entered _____
MLS # _____
Listing Date _____
Expiration Date _____

State _____
County _____
Tax ID # _____
House # _____
Unit # _____
Street Name _____
Subdivision _____

General

Sale/Rental	<input type="checkbox"/> Sale <input type="checkbox"/> Rental	Ownership Type	<input type="checkbox"/> Fee Simple <input type="checkbox"/> Ground Rent	<input type="checkbox"/> Condo <input type="checkbox"/> Rental Apartment	<input type="checkbox"/> Coop	Street Number
Status	<input type="checkbox"/> Active <input type="checkbox"/> Expired	<input type="checkbox"/> CNTG/KO <input type="checkbox"/> Rented	<input type="checkbox"/> CTNG/No KO <input type="checkbox"/> Sold	<input type="checkbox"/> App Reg <input type="checkbox"/> Temp Off	<input type="checkbox"/> Contract <input type="checkbox"/> Withdrawn	Street # Suffix
List/Rent Price	Expiration Date					Street Name
Listing Type	<input type="checkbox"/> Excl. Agency <input type="checkbox"/> Excl. Right	<input type="checkbox"/> Modified/Excl.	Listing Agent ID#			Street Type
Basement	<input type="checkbox"/> Yes <input type="checkbox"/> No	Farm <input type="checkbox"/> Yes <input type="checkbox"/> No	New Construction <input type="checkbox"/> Yes <input type="checkbox"/> No	Vacation <input type="checkbox"/> Yes <input type="checkbox"/> No	Water Oriented <input type="checkbox"/> Yes <input type="checkbox"/> No	Value Range Pricing <input type="checkbox"/> Yes <input type="checkbox"/> No
Date Available	Min. Lease		Max. Lease			

Building Features

# of Buildings	# of Elevators	# of Fireplaces	# of Floors	# of Levels	Age				
Amenities	<input type="checkbox"/> Attic-Stairs Fixed <input type="checkbox"/> Attic-Stairs Pull Down <input type="checkbox"/> Auto Garage Door Open <input type="checkbox"/> Bidet <input type="checkbox"/> Built-in Bookcases <input type="checkbox"/> Cedar Closet <input type="checkbox"/> Ceramic Counter <input type="checkbox"/> Corian Counters <input type="checkbox"/> Drapery Rods <input type="checkbox"/> Drapes / Curtains	<input type="checkbox"/> Dual Entry Bath <input type="checkbox"/> Elevator <input type="checkbox"/> Entry Level Bedroom <input type="checkbox"/> Fireplace Glass Doors <input type="checkbox"/> Fireplace Heatilator <input type="checkbox"/> Fireplace Mantles <input type="checkbox"/> Fireplace Screen <input type="checkbox"/> Fireplace Equip. <input type="checkbox"/> Flue for Stove <input type="checkbox"/> Furniture Conveys	<input type="checkbox"/> Granite Counters <input type="checkbox"/> Home Warranty <input type="checkbox"/> Indoor Pool <input type="checkbox"/> Laundry Chute <input type="checkbox"/> Lawn/Mwr/Tractor <input type="checkbox"/> MBa-Separate Shower <input type="checkbox"/> MBa-Separate Tub <input type="checkbox"/> MBa-Full Bath <input type="checkbox"/> MBa-Half Bath <input type="checkbox"/> Other	<input type="checkbox"/> Quarter Baths <input type="checkbox"/> Rough In Bath <input type="checkbox"/> Sauna <input type="checkbox"/> Shades/Blinds <input type="checkbox"/> Steam Shower <input type="checkbox"/> Sump Pump <input type="checkbox"/> Tag Items Excl. <input type="checkbox"/> Tub-2+ person <input type="checkbox"/> Tub-Soaking <input type="checkbox"/> W/W Carpet	<input type="checkbox"/> Walk-In Closet(s) <input type="checkbox"/> Washer/Dryer Hookup <input type="checkbox"/> Wood Stove Insert <input type="checkbox"/> Wet Bar/Bar <input type="checkbox"/> Wood Floors <input type="checkbox"/> Wpool Jets				
Appliances	<input type="checkbox"/> Central Vacuum <input type="checkbox"/> Cooktop-Downdraft <input type="checkbox"/> Cooktop <input type="checkbox"/> Dishwasher <input type="checkbox"/> Disposal	<input type="checkbox"/> Dryer <input type="checkbox"/> Exhaust Fan <input type="checkbox"/> Extra Refrg/Frz <input type="checkbox"/> Freezer <input type="checkbox"/> Humidifier	<input type="checkbox"/> Icemaker <input type="checkbox"/> Instant Hot Water <input type="checkbox"/> Intercom <input type="checkbox"/> Microwave <input type="checkbox"/> Other	<input type="checkbox"/> Oven-Double <input type="checkbox"/> Oven-SCC <input type="checkbox"/> Oven-Wall <input type="checkbox"/> Oven/Range-Elec <input type="checkbox"/> Oven Range-Gas	<input type="checkbox"/> Range Hood <input type="checkbox"/> Refrigerator <input type="checkbox"/> Six Burner Stove <input type="checkbox"/> Stove <input type="checkbox"/> Trash Compactor				
Basement	<input type="checkbox"/> Yes <input type="checkbox"/> No	Basement Entrance	Area Way/Cellar Exit Cellar Entrance	Connect Stair Front Entrance	None Outside Entrance	Rear Entrance Side Entrance			
Basement Type	Cellar English	Full Fully Finished	Improved Other	Partial Partially Finished	Space for Rooms Sub	Unfinished Walkout Level Walkout Stairs			
Dining/Kitchen	<input type="checkbox"/> 2nd Kitchen <input type="checkbox"/> Breakfast Room <input type="checkbox"/> Dining "L"	<input type="checkbox"/> Efficiency Kit <input type="checkbox"/> Fam Rm Off Kit <input type="checkbox"/> Galley Kitchen	<input type="checkbox"/> Kit-Breakfast Bar <input type="checkbox"/> Kit-Country <input type="checkbox"/> Kit-Dining Combo	<input type="checkbox"/> Kit-Family Combo <input type="checkbox"/> Kit-Island <input type="checkbox"/> Kit-Living Combo	<input type="checkbox"/> Kit-Family Space <input type="checkbox"/> Kitchenette <input type="checkbox"/> Living-Din Combo	<input type="checkbox"/> Other <input type="checkbox"/> Sep Dining Rm			
Exterior Construction	<input type="checkbox"/> Alum/Steel Siding <input type="checkbox"/> Brick <input type="checkbox"/> Brick Front	<input type="checkbox"/> Brick and Siding <input type="checkbox"/> Cedar Siding <input type="checkbox"/> Composition	<input type="checkbox"/> Concrete/Block <input type="checkbox"/> Frame <input type="checkbox"/> Metal	<input type="checkbox"/> Mod/Manufactured <input type="checkbox"/> Other <input type="checkbox"/> Precast Concrete	<input type="checkbox"/> Shake <input type="checkbox"/> Shingle <input type="checkbox"/> Stone	<input type="checkbox"/> Stucco <input type="checkbox"/> Synthetic Stucco <input type="checkbox"/> Vinyl Siding <input type="checkbox"/> Wood			
Foundation	<input type="checkbox"/> Slab <input type="checkbox"/> Crawlspace	Furnished <input type="checkbox"/> Yes <input type="checkbox"/> No							
Handicap	<input type="checkbox"/> 2+ Access Exits <input type="checkbox"/> 32"+ Wide Doors <input type="checkbox"/> 36"+ Wide Halls <input type="checkbox"/> 48"+ Halls	<input type="checkbox"/> >84" Garage Door <input type="checkbox"/> Doors-Lever handle <input type="checkbox"/> Doors-Recede <input type="checkbox"/> Doors-Swing-in	<input type="checkbox"/> Eiv/Chair Lift <input type="checkbox"/> Entry Slope<1' <input type="checkbox"/> Flooring Mod <input type="checkbox"/> Hearing Mod	<input type="checkbox"/> Kitchen Mod <input type="checkbox"/> Level Entry-Main <input type="checkbox"/> None <input type="checkbox"/> Other	<input type="checkbox"/> Other Bath Mod <input type="checkbox"/> Ramp-Main Level <input type="checkbox"/> Roll-in Shower <input type="checkbox"/> Sight Mod	<input type="checkbox"/> Thresholds<5/8" <input type="checkbox"/> Vehicle Transfer Area <input type="checkbox"/> Wheelchair Mod			
Model Name	New Construction <input type="checkbox"/> Yes <input type="checkbox"/> No				Original Builder Name				
Other Buildings	<input type="checkbox"/> Barn/Stable <input type="checkbox"/> Cabana/Pool Hse	<input type="checkbox"/> Carriage House <input type="checkbox"/> Gazebo	<input type="checkbox"/> Greenhouse <input type="checkbox"/> Guest House	<input type="checkbox"/> Office/Studio <input type="checkbox"/> Shed	<input type="checkbox"/> Tenant House				
Other Rooms	<input type="checkbox"/> 2 Master BR <input type="checkbox"/> 2nd Stry Fam Ovrk <input type="checkbox"/> 2nd Stry Fam Rm <input type="checkbox"/> Attic-Finished <input type="checkbox"/> Attic-Unfinished	<input type="checkbox"/> Den/Stdy/Lib <input type="checkbox"/> Encl Glass Prch <input type="checkbox"/> Family Room <input type="checkbox"/> Florida/Sun Rm <input type="checkbox"/> Game/Exer Rm	<input type="checkbox"/> Great Room <input type="checkbox"/> In-Law/auPair/Ste <input type="checkbox"/> Laundry-BR Lvl <input type="checkbox"/> Laundry-Kit Lvl <input type="checkbox"/> Lndry-Sep Rm	<input type="checkbox"/> Lndry-Upper Lvl <input type="checkbox"/> Loft <input type="checkbox"/> MBR w/Sit Rm <input type="checkbox"/> Maids Rm/Quart <input type="checkbox"/> Main Lvl BR	<input type="checkbox"/> Mud Room <input type="checkbox"/> Other <input type="checkbox"/> Photo Lab/Darkroom <input type="checkbox"/> Professional Office <input type="checkbox"/> Recreation Room	<input type="checkbox"/> Solarium <input type="checkbox"/> Storage Room <input type="checkbox"/> Utility Room <input type="checkbox"/> Workshop			
Property Condition	<input type="checkbox"/> As-Is Condition <input type="checkbox"/> Converted Use	<input type="checkbox"/> Decorator Allow <input type="checkbox"/> Needs work	<input type="checkbox"/> Rehab potential <input type="checkbox"/> Renov/Remod	<input type="checkbox"/> Restored <input type="checkbox"/> Shell	<input type="checkbox"/> Shows Well <input type="checkbox"/> To Be Built <input type="checkbox"/> Under Construction				
Roofing	<input type="checkbox"/> Cedar/Shake <input type="checkbox"/> Composite	<input type="checkbox"/> Concrete <input type="checkbox"/> Copper	<input type="checkbox"/> Foam <input type="checkbox"/> Hip	<input type="checkbox"/> Metal <input type="checkbox"/> Other	<input type="checkbox"/> Rubber <input type="checkbox"/> Shingle/Asbestos	<input type="checkbox"/> Shingle/Asphalt <input type="checkbox"/> Shingle/Wood	<input type="checkbox"/> Shingle/Architect <input type="checkbox"/> Shingle/F-Glass	<input type="checkbox"/> Slag/Built-up <input type="checkbox"/> Slate	<input type="checkbox"/> Tile <input type="checkbox"/> Unkwn
Security	<input type="checkbox"/> 24 hour security <input type="checkbox"/> Desk in Lobby <input type="checkbox"/> Doorman	<input type="checkbox"/> Fixer-Upper <input type="checkbox"/> Electric Alarm <input type="checkbox"/> Exterior Cameras	<input type="checkbox"/> Fire Detect Sys <input type="checkbox"/> Intercom <input type="checkbox"/> Main Entrance Lock	<input type="checkbox"/> Monitored <input type="checkbox"/> Motion Detectors <input type="checkbox"/> Non-Monitored	<input type="checkbox"/> Resident Manager <input type="checkbox"/> Security Gate <input type="checkbox"/> Shows Well	<input type="checkbox"/> Spkler Sys-indoor <input type="checkbox"/> Surveillance Sys <input type="checkbox"/> Window Grills			

Unit

Extra Unit Description	<input type="checkbox"/> 1 Bedroom <input type="checkbox"/> 2 Bedroom	<input type="checkbox"/> 2nd Floor and Up <input type="checkbox"/> 3 Bedroom	<input type="checkbox"/> Basement Efficiency	<input type="checkbox"/> First Floor In-Law Suite	<input type="checkbox"/> Jr-1 Bedroom One Level	<input type="checkbox"/> Other Professional Office	<input type="checkbox"/> Separate Entrance <input type="checkbox"/> 2 Levels or More
# of Floors/Unit	Total Units	Level Location	<input type="checkbox"/> 1st Floor Basement	<input type="checkbox"/> Floors 11-15 <input type="checkbox"/> Floors 15+	<input type="checkbox"/> Floors 2-5 <input type="checkbox"/> Floors 6-10	<input type="checkbox"/> Other Patio	<input type="checkbox"/> Penthouse Terrace <input type="checkbox"/> Top Floor Townhouse

Building Utilities

Cooling Fuel <input type="checkbox"/> Bottled Gas <input type="checkbox"/> Electric <input type="checkbox"/> Natural Gas <input type="checkbox"/> None	Cooling System <input type="checkbox"/> Bottled Gas/Prop <input type="checkbox"/> Central <input type="checkbox"/> Coal <input type="checkbox"/> Electric	<input type="checkbox"/> Attic Fan <input type="checkbox"/> Ceiling Fan(s) <input type="checkbox"/> Central AC <input type="checkbox"/> Dehumidifier <input type="checkbox"/> Heat Pump <input type="checkbox"/> None	<input type="checkbox"/> Other Wall Unit <input type="checkbox"/> Whole Hse Fan <input type="checkbox"/> Window Unit(s) <input type="checkbox"/> Zoned
Heating Fuel <input type="checkbox"/> Bottled Gas/Prop <input type="checkbox"/> Central <input type="checkbox"/> Coal <input type="checkbox"/> Electric	<input type="checkbox"/> Kerosene <input type="checkbox"/> Natural Gas Avail <input type="checkbox"/> Natural Gas <input type="checkbox"/> None	<input type="checkbox"/> Oil <input type="checkbox"/> Other <input type="checkbox"/> Solar <input type="checkbox"/> Wood	
Heating System <input type="checkbox"/> Baseboard <input type="checkbox"/> Electric Air Filter <input type="checkbox"/> Forced Air <input type="checkbox"/> Heat Pump(s) <input type="checkbox"/> Hot Water <input type="checkbox"/> Humidifier	<input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Radiant <input type="checkbox"/> Radiator <input type="checkbox"/> S/W Changeover <input type="checkbox"/> Solar Act/Pass	<input type="checkbox"/> Space Heater <input type="checkbox"/> Steam <input type="checkbox"/> Wall Unit <input type="checkbox"/> Wood Burn Stove <input type="checkbox"/> Zoned	
Hot Water <input type="checkbox"/> 60+ Gallon Tank <input type="checkbox"/> Bottled Gas <input type="checkbox"/> Coal <input type="checkbox"/> Electric	<input type="checkbox"/> Multi-Tank <input type="checkbox"/> Natural Gas <input type="checkbox"/> None <input type="checkbox"/> Oil	<input type="checkbox"/> Other <input type="checkbox"/> S/W Changeover <input type="checkbox"/> Solar <input type="checkbox"/> Wood	
Metering <input type="checkbox"/> Electric is Sep <input type="checkbox"/> Fully Separate <input type="checkbox"/> Gas is Separate <input type="checkbox"/> Heat is Common <input type="checkbox"/> Other <input type="checkbox"/> All Common	Sewer/Septic <input type="checkbox"/> Gravity Sept Fld <input type="checkbox"/> Mound System <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Public H/U Avail <input type="checkbox"/> Public Septic <input type="checkbox"/> Public Sewer <input type="checkbox"/> Sept<#of BRs	<input type="checkbox"/> Sept=#of BRs <input type="checkbox"/> Sept>#of BRs <input type="checkbox"/> Septic <input type="checkbox"/> Septic Pump <input type="checkbox"/> Shared Septic <input type="checkbox"/> W/I 50'	
Water <input type="checkbox"/> Conditioner <input type="checkbox"/> Filter <input type="checkbox"/> None <input type="checkbox"/> Other	<input type="checkbox"/> Public <input type="checkbox"/> Public H/U Avail <input type="checkbox"/> Spring <input type="checkbox"/> Tap Fee	<input type="checkbox"/> W/I 50' <input type="checkbox"/> Well <input type="checkbox"/> Well-Shared	

Financial Fee

Condo/Coop Fee	<input type="checkbox"/> Annually <input type="checkbox"/> Monthly <input type="checkbox"/> None <input type="checkbox"/> Quarterly <input type="checkbox"/> SemiAnnually
Condo/Coop Payment Freq	
Front Foot Fee	
Elevator Use Fee	
HOA Fee	
HOA Payment Frequency	<input type="checkbox"/> Annually <input type="checkbox"/> Monthly <input type="checkbox"/> None <input type="checkbox"/> Quarterly <input type="checkbox"/> SemiAnnually
Move in Fee	
Other Fees	
Other Payment Freq	<input type="checkbox"/> Annually <input type="checkbox"/> Monthly <input type="checkbox"/> None <input type="checkbox"/> Quarterly <input type="checkbox"/> SemiAnnually
# Of Window Units	

Pet Deposit	
Processing Fee	
Repair Deduct	
Security Deposit	
Special Assessment 1	
Term 1	
Special Assessment 2	
Term 2	
Water/Sewer Hookup Fee	
Investment	
Annual Rent Income	
Investor Ratio	
Rental Year	

Mortgage

Earnest Money Deposit	<input type="checkbox"/> First Trust <input type="checkbox"/> Years Remaining
Cash to Assume	<input type="checkbox"/> Second Trust <input type="checkbox"/> Balance
Owner/Private Financing	<input type="checkbox"/> Second Trust <input type="checkbox"/> Interest Rate
Interest Rate (%)	<input type="checkbox"/> Second Trust <input type="checkbox"/> Origination Date
Years	<input type="checkbox"/> Second trust <input type="checkbox"/> P and I
Amortized Years	<input type="checkbox"/> Second Trust <input type="checkbox"/> Years Remaining
Balloon - # of Years	<input type="checkbox"/> Underlying <input type="checkbox"/> Mortgage
First Trust Balance	<input type="checkbox"/> Underlying Mortgage <input type="checkbox"/> Interest Rate
First Trust Interest Rate	<input type="checkbox"/> Underlying Mortgage <input type="checkbox"/> Origination Date
First Trust Origination Date	<input type="checkbox"/> Underlying Mortgage <input type="checkbox"/> P and I
First Trust P and I	<input type="checkbox"/> Underlying Mortgage <input type="checkbox"/> Remaining Years

Current Financing/ Loan	<input type="checkbox"/> 2nd/3rd Trust <input type="checkbox"/> Adjustable <input type="checkbox"/> Assume Qualify <input type="checkbox"/> Assume-May Esc <input type="checkbox"/> Assume Unrestricted <input type="checkbox"/> CDA <input type="checkbox"/> Clear <input type="checkbox"/> Conventional	<input type="checkbox"/> Coop Rec Agree <input type="checkbox"/> FHA <input type="checkbox"/> FmHA <input type="checkbox"/> Foreclosure <input type="checkbox"/> Gvt Ins/ Gua Loan <input type="checkbox"/> HUD Owned <input type="checkbox"/> No Escalation <input type="checkbox"/> Not Assumable	<input type="checkbox"/> Other <input type="checkbox"/> Pre-foreclosure <input type="checkbox"/> Private <input type="checkbox"/> REO Property <input type="checkbox"/> VA <input type="checkbox"/> VHDA <input type="checkbox"/> Wrapped Trust
New Financing	<input type="checkbox"/> Assume-Qualify <input type="checkbox"/> Assume-Unrestrict <input type="checkbox"/> Builders Terms <input type="checkbox"/> Buydown/Subsidy <input type="checkbox"/> CDA <input type="checkbox"/> Commercial Wrap <input type="checkbox"/> Conventional <input type="checkbox"/> Cash Abv As Ln <input type="checkbox"/> Exchange/Trade	<input type="checkbox"/> FHA <input type="checkbox"/> FmHA <input type="checkbox"/> HPAP <input type="checkbox"/> Inc Qual/Credit Chk <input type="checkbox"/> Ind Rev Bonds <input type="checkbox"/> Joint Ven/Participate <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Negotiable <input type="checkbox"/> Other	<input type="checkbox"/> Poss Rollbck Tax <input type="checkbox"/> Rnt w/ Opt 2 Buy <input type="checkbox"/> Sell Take 2/3Wrp <input type="checkbox"/> Seller Take 1st <input type="checkbox"/> Seller pays CC <input type="checkbox"/> VA <input type="checkbox"/> VA Subst Elig <input type="checkbox"/> VHDA <input type="checkbox"/> Will Subordinate
Project Approved	<input type="checkbox"/> FHA <input type="checkbox"/> FHMLC <input type="checkbox"/> FMHA <input type="checkbox"/> FNMA	<input type="checkbox"/> Other <input type="checkbox"/> VA <input type="checkbox"/> VHDA	

Listing Contract Info

Additional Compensation		Buyer Agent Compensation		Designated Rep <input type="checkbox"/> Yes <input type="checkbox"/> No		Disclosed Dual Agency		Sub-Agent Comp		Variable Rate/Comp	
Contract Info		<input type="checkbox"/> Bid-Contract Req <input type="checkbox"/> Bid-Hold Earn <input type="checkbox"/> Bid-Write Contract <input type="checkbox"/> Call LA-Cont Info <input type="checkbox"/> Comp on all Homes <input type="checkbox"/> Comp-Base Price		<input type="checkbox"/> Comp-Lst Home only <input type="checkbox"/> Comp-Settled Price <input type="checkbox"/> Comp-Vary w/Proj <input type="checkbox"/> Cont Contract OK <input type="checkbox"/> Finders Fee <input type="checkbox"/> Local Assoc Cont		<input type="checkbox"/> No Ext Warranty <input type="checkbox"/> No Home Sale Cont <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Registration Req <input type="checkbox"/> Relo/Bank Addendum		<input type="checkbox"/> Spec Addendum Req <input type="checkbox"/> Spec Cont Req <input type="checkbox"/> Spec/Inv Home Avail <input type="checkbox"/> Tax Free Exch Lang Req			
Disclosures		Agt/Fin Int <input type="checkbox"/> Agt/Related to Own <input type="checkbox"/> Built to Suit <input type="checkbox"/> CPRA Fee <input type="checkbox"/> Con Pend RIs <input type="checkbox"/> Conserv Area <input type="checkbox"/> Contract Purchaser		Division potential <input type="checkbox"/> Expt-disclos/disclaim <input type="checkbox"/> Flood Ins.-Req <input type="checkbox"/> Geo Haz Zone <input type="checkbox"/> High Intensity Line <input type="checkbox"/> Historic Property <input type="checkbox"/> Land Prsrvtm Esmnt		Land Trust <input type="checkbox"/> Limited Service Brokerage <input type="checkbox"/> MD Dept Nat Res <input type="checkbox"/> Mineral Lease <input type="checkbox"/> Mineral Resource Zone <input type="checkbox"/> Mineral Rights <input type="checkbox"/> None		Off-site Req <input type="checkbox"/> Other <input type="checkbox"/> Ownr RE Licensee <input type="checkbox"/> Pipeline <input type="checkbox"/> Proffers <input type="checkbox"/> Prop Disclaimer <input type="checkbox"/> Prop Disclosure		<input type="checkbox"/> Rm Add w/o Prmt <input type="checkbox"/> Sell Entirely <input type="checkbox"/> Subj to Agr Cons Esmnt <input type="checkbox"/> Subj to VA POA <input type="checkbox"/> Surface Lease <input type="checkbox"/> Udrgrd Storage Tank <input type="checkbox"/> Under Lease	
Documents		<input type="checkbox"/> Appraisal <input type="checkbox"/> Bndry Line Survey <input type="checkbox"/> Certificate of Occupancy <input type="checkbox"/> Conditions <input type="checkbox"/> Const Drawings <input type="checkbox"/> Covenants		<input type="checkbox"/> Easements <input type="checkbox"/> Environ Test <input type="checkbox"/> HOA-Condo Docs/Broker's Off <input type="checkbox"/> House Plans Avail <input type="checkbox"/> Insp Result Avail <input type="checkbox"/> Lead Base Paint		<input type="checkbox"/> Other <input type="checkbox"/> Plat <input type="checkbox"/> Pub Works Agree <input type="checkbox"/> Rad Test Result <input type="checkbox"/> Restrictions <input type="checkbox"/> Resale Pkg Avail		<input type="checkbox"/> Site Plan <input type="checkbox"/> Soil Ground Rpt <input type="checkbox"/> Survey-House Loc <input type="checkbox"/> Survey-Stake <input type="checkbox"/> Survey-Tree <input type="checkbox"/> Water Agreement			
Photo Options		<input type="checkbox"/> No Photo Wanted <input type="checkbox"/> Want Interior/Virtual <input type="checkbox"/> Will Submit		Possession <input type="checkbox"/> 0-30 Days CD <input type="checkbox"/> 120-180 Days <input type="checkbox"/> 180+ Days <input type="checkbox"/> 31-60 Days CD		<input type="checkbox"/> 61-90 Days CD <input type="checkbox"/> 90-120 Days CD <input type="checkbox"/> Coin w/Sell Sett <input type="checkbox"/> Delay Settlement		<input type="checkbox"/> Immediate <input type="checkbox"/> Negotiable <input type="checkbox"/> Other <input type="checkbox"/> Pre-settlement		<input type="checkbox"/> Seller Rent Back <input type="checkbox"/> Settlement <input type="checkbox"/> Subj-Home Choice <input type="checkbox"/> Subj-exist Lease	
Special Permits		<input type="checkbox"/> Army Corp-Eng <input type="checkbox"/> Const Non-perm Dck <input type="checkbox"/> Const Non-perm Shltr <input type="checkbox"/> Const str/wlk		<input type="checkbox"/> Crit Area-Comm <input type="checkbox"/> Est a comm fac/use <input type="checkbox"/> Exp a comm fac/use <input type="checkbox"/> Grade/Dredge/Fill		<input type="checkbox"/> Inst Light/Elec Fix <input type="checkbox"/> Landscaping <input type="checkbox"/> non-perm pav,shltr,dck <input type="checkbox"/> non-perm storage bldg		<input type="checkbox"/> Res Use Permit <input type="checkbox"/> Valid Drnfd Permit <input type="checkbox"/> Historic Designation ID			
Showing Instructions		<input type="checkbox"/> 24 Hour Notice <input type="checkbox"/> Appt Contact <input type="checkbox"/> Appt Only-Lister <input type="checkbox"/> Appt Only-Owner/Contact <input type="checkbox"/> Call 1st-Alarm Code <input type="checkbox"/> Call 1st-Contact		<input type="checkbox"/> Call 1st-Lister <input type="checkbox"/> Call 1st-Owner <input type="checkbox"/> Call 1st-Pet <input type="checkbox"/> Call Office <input type="checkbox"/> Confidential <input type="checkbox"/> Gate/Entr Ctrl		<input type="checkbox"/> Key at Desk <input type="checkbox"/> Key-Broker Off <input type="checkbox"/> LA Must Accom <input type="checkbox"/> Lockbox-Comb <input type="checkbox"/> Lockbox-Front Dr <input type="checkbox"/> Lockbox-Other		<input type="checkbox"/> Manager/Recep Desk <input type="checkbox"/> No Bndry Mark <input type="checkbox"/> No Phone <input type="checkbox"/> No Sign on Prop <input type="checkbox"/> On Site Sales <input type="checkbox"/> Other		<input type="checkbox"/> Own Deaf-Call 1st <input type="checkbox"/> Pln Avail/No Mdl <input type="checkbox"/> Restr Times <input type="checkbox"/> See Models <input type="checkbox"/> Show Anytime <input type="checkbox"/> Vacant	
Show Days		<input type="checkbox"/> Monday <input type="checkbox"/> Tuesday <input type="checkbox"/> Saturday <input type="checkbox"/> Sunday		<input type="checkbox"/> Wednesday <input type="checkbox"/> Thursday <input type="checkbox"/> Friday		Show Times <input type="checkbox"/> Open		Show Times <input type="checkbox"/> Closed			
Lease/Clauses		<input type="checkbox"/> Carpet Cleaning <input type="checkbox"/> Deflea/Detick Clause <input type="checkbox"/> Dip./Military Only Transfer Clause <input type="checkbox"/> Drape Cleaning <input type="checkbox"/> Exempt Rent Control		<input type="checkbox"/> LB Application <input type="checkbox"/> LB Lease <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Owner Transfer		<input type="checkbox"/> Pet Damage <input type="checkbox"/> Pets-Allowed <input type="checkbox"/> Pets-Not Allowed <input type="checkbox"/> Pets/Owner <input type="checkbox"/> RE Tax Escalation Clause		<input type="checkbox"/> Special Covenants <input type="checkbox"/> Tenant Transfer Clause			
Pets Allowed		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Case by Case		Rent Includes <input type="checkbox"/> Additional Storage Space <input type="checkbox"/> Air Conditioning <input type="checkbox"/> Cable TV <input type="checkbox"/> Comm Center <input type="checkbox"/> Electricity <input type="checkbox"/> Furnished <input type="checkbox"/> Gas <input type="checkbox"/> Grounds Maint <input type="checkbox"/> HOA/Condo Fee		<input type="checkbox"/> HVAC Maint <input type="checkbox"/> Heat <input type="checkbox"/> Lawn Service <input type="checkbox"/> Linens/Utensils <input type="checkbox"/> Maid Service <input type="checkbox"/> None <input type="checkbox"/> Oil <input type="checkbox"/> Other <input type="checkbox"/> Parking		<input type="checkbox"/> Partly Furnish <input type="checkbox"/> Party Room <input type="checkbox"/> Pool Maintenance <input type="checkbox"/> Rec Facility <input type="checkbox"/> Secretarial/... <input type="checkbox"/> Answering Services <input type="checkbox"/> Trash Removal <input type="checkbox"/> Water and Sewer			
Rental Special		<input type="checkbox"/> Addl Comp LT <input type="checkbox"/> Addl Comp-Sale <input type="checkbox"/> Certified Funds Required <input type="checkbox"/> Comp Pro-Rated		<input type="checkbox"/> Comp/Annl Lease <input type="checkbox"/> Comp/Gross Lse <input type="checkbox"/> Escalation Clause <input type="checkbox"/> Non-Mgt Rental		<input type="checkbox"/> Non-Ref Dep Req <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Owner Resv Strg Sp		<input type="checkbox"/> Prop Mgt Rental <input type="checkbox"/> Rental Fac License <input type="checkbox"/> Rent-w/Opt to Buy <input type="checkbox"/> Short term considered		<input type="checkbox"/> Subsdz Housing <input type="checkbox"/> Unfurnished	
Tenant Responsible		<input type="checkbox"/> All Utilities <input type="checkbox"/> Fpl/Flue Clean <input type="checkbox"/> Frz Wtr Pipe Dmg <input type="checkbox"/> Gutter Cleaning		<input type="checkbox"/> HOA Fee Increase... and C/C Fee Increase <input type="checkbox"/> HOA/Condo/Coop Fee <input type="checkbox"/> HVAC Maint		<input type="checkbox"/> LBulbs/Filters/... <input type="checkbox"/> Fuses/Alarm Care <input type="checkbox"/> Lawn/Tree/Shrub Care <input type="checkbox"/> Minor Ext Maint		<input type="checkbox"/> Minor Int Maint <input type="checkbox"/> None <input type="checkbox"/> Some App/Equip. <input type="checkbox"/> Some Utilities		<input type="checkbox"/> Tennis/Pool Dues <input type="checkbox"/> Trash Removal Chrg <input type="checkbox"/> Window/Screens	
Tenant Rights		<input type="checkbox"/> Farmer Tenant Rights <input type="checkbox"/> None		<input type="checkbox"/> Other <input type="checkbox"/> Owner Occupied		<input type="checkbox"/> Rght/1st Refusal <input type="checkbox"/> Ten Grp Formed		<input type="checkbox"/> Tenant-Notified <input type="checkbox"/> Tenant-Orig Exp		<input type="checkbox"/> Vacant	
Federal Flood Insurance		<input type="checkbox"/> Yes <input type="checkbox"/> No		Federal Flood Zone							

Open House

Open House Date(mm/dd)	Open House Start Time	Open House End Time	Open House Remarks	Access Type Information
Access Type <input type="checkbox"/> Agent <input type="checkbox"/> Key at Front Desk <input type="checkbox"/> Lockbox <input type="checkbox"/> Other <input type="checkbox"/> Owner				
Open House Type <input type="checkbox"/> Public Open <input type="checkbox"/> Broker Open		Open House Agent ID		

Remarks

General/ Agent	
Internet/ Public	
Farm	

Lot Description

Exterior Features	<input type="checkbox"/> Balcony <input type="checkbox"/> Deck <input type="checkbox"/> Fenced - Fully <input type="checkbox"/> Fenced - Partially <input type="checkbox"/> Fenced - Rear	<input type="checkbox"/> Hot Tub <input type="checkbox"/> Other <input type="checkbox"/> Patio <input type="checkbox"/> Pool (Abv Ground) <input type="checkbox"/> Pool (In-Ground)	<input type="checkbox"/> Porch-front <input type="checkbox"/> Porch-rear <input type="checkbox"/> Porch-screened <input type="checkbox"/> Porch-wraparound <input type="checkbox"/> Private Road	<input type="checkbox"/> Roof Deck <input type="checkbox"/> Secure Storage <input type="checkbox"/> Side Porch <input type="checkbox"/> Sidewalks <input type="checkbox"/> Sport Court	<input type="checkbox"/> Tennis Court(s) <input type="checkbox"/> Terrace <input type="checkbox"/> Udrgrd Lawn Sprinkler
Lot Description	<input type="checkbox"/> Additional Lot(s) <input type="checkbox"/> Adjac to Golf Crs <input type="checkbox"/> Backs to Trees <input type="checkbox"/> Backs-Open Comm <input type="checkbox"/> Bcks-PrkInld <input type="checkbox"/> Bulkheaded	<input type="checkbox"/> Cleared <input type="checkbox"/> Corner Lot <input type="checkbox"/> Cul-de-sac <input type="checkbox"/> Farmette <input type="checkbox"/> Flag Lot <input type="checkbox"/> Flood Plain	<input type="checkbox"/> Irregular Lot <input type="checkbox"/> Landlocked <input type="checkbox"/> Landscaping <input type="checkbox"/> Lot Premium <input type="checkbox"/> Marshy <input type="checkbox"/> Non-Tidal Wetland	<input type="checkbox"/> Other <input type="checkbox"/> PUD <input type="checkbox"/> Pipe Stem Lot <input type="checkbox"/> Pond <input type="checkbox"/> Rip-Rapped <input type="checkbox"/> Stream/creek	<input type="checkbox"/> Tidal Wetland <input type="checkbox"/> Unrestricted <input type="checkbox"/> Vegetation Planting <input type="checkbox"/> Water Access <input type="checkbox"/> Water Front <input type="checkbox"/> Water View
Master Plan Zoning	<input type="checkbox"/> Agriculture <input type="checkbox"/> Industrial <input type="checkbox"/> Mixed <input type="checkbox"/> Office <input type="checkbox"/> Other	<input type="checkbox"/> Recreation <input type="checkbox"/> Residential <input type="checkbox"/> Retail/Wholesale <input type="checkbox"/> Sand/Gravel <input type="checkbox"/> Warehouse	Soil Types <input type="checkbox"/> Clay <input type="checkbox"/> LLC <input type="checkbox"/> Limestone/Shale <input type="checkbox"/> Loam <input type="checkbox"/> MG <input type="checkbox"/> NUL	<input type="checkbox"/> Rocky <input type="checkbox"/> Sandy <input type="checkbox"/> Soil Study Avail <input type="checkbox"/> UBC <input type="checkbox"/> UBW <input type="checkbox"/> UCS	View/ Exposure <input type="checkbox"/> UD <input type="checkbox"/> UGR <input type="checkbox"/> UMG <input type="checkbox"/> UNR <input type="checkbox"/> USC
Present Use	<input type="checkbox"/> Pastoral View <input type="checkbox"/> River <input type="checkbox"/> Scenic Vista <input type="checkbox"/> South <input type="checkbox"/> Street <input type="checkbox"/> Trees <input type="checkbox"/> Water View <input type="checkbox"/> West	<input type="checkbox"/> City <input type="checkbox"/> East <input type="checkbox"/> Lawn/Garden <input type="checkbox"/> Golf Course <input type="checkbox"/> Limited <input type="checkbox"/> Mountain View <input type="checkbox"/> North <input type="checkbox"/> Other	<input type="checkbox"/> Transfer <input type="checkbox"/> Development Rights	<input type="checkbox"/> Pastoral View <input type="checkbox"/> River <input type="checkbox"/> Scenic Vista <input type="checkbox"/> South <input type="checkbox"/> Street <input type="checkbox"/> Trees <input type="checkbox"/> Water View <input type="checkbox"/> West	<input type="checkbox"/> Pastoral View <input type="checkbox"/> River <input type="checkbox"/> Scenic Vista <input type="checkbox"/> South <input type="checkbox"/> Street <input type="checkbox"/> Trees <input type="checkbox"/> Water View <input type="checkbox"/> West
Lot Dimensions - Depth	Lot Dimensions - Length	Lot Dimensions - Width	Lot Acreage	Lot Size SQFT	
Fenced Acres	Wooded Acres	Zoning Code	# of Building Sites/ Lot		

Parking

Parking Included in List Price	Parking Block/ Square	Parking Space #	Parking Lot (Legal Description)
<input type="checkbox"/> Assigned <input type="checkbox"/> Attendant <input type="checkbox"/> Carport <input type="checkbox"/> Covered Parking	<input type="checkbox"/> DW - Circular <input type="checkbox"/> Drvwy/Off Str <input type="checkbox"/> Free <input type="checkbox"/> Garage	<input type="checkbox"/> Gen Comm Elem <input type="checkbox"/> Handicap Parking <input type="checkbox"/> Lmt Comm Elem <input type="checkbox"/> Off Site Parking	<input type="checkbox"/> On-site Prk/Rent <input type="checkbox"/> On-site Prk/Sale <input type="checkbox"/> Other <input type="checkbox"/> Parking Fee
<input type="checkbox"/> Permit Required <input type="checkbox"/> Prk Space Cnvys <input type="checkbox"/> Shared Driveway <input type="checkbox"/> Street	<input type="checkbox"/> Surface <input type="checkbox"/> Unassigned	Type of Garage/Carport <input type="checkbox"/> Attached <input type="checkbox"/> Detached <input type="checkbox"/> Underground	
Number of Garage/Carport Spaces		Participants Agents Owners	
Listing Agent ID	Owner 1	First Name	Last Name
Home Phone	Home Phone	Work Phone	Work Phone
Alt Listing Agent ID	Owner 2	First Name	Last Name
Home Phone	Home Phone	Work Phone	Work Phone

Property Mgmt

Property Mgr's Company Name	Mgmt Co. Phone Number	Mgmt Co. Alternate Phone
Mgmt Co. Fax Number	Property Mgr' First Name	Property Mgr Last Name

Showing Contacts

Showing Contact 1	First Name	Last Name	Home Phone	Office Phone	Lease Exp Date	Monthly Rent
Showing Contact 2	First Name	Last Name	Home Phone	Office Phone	Lease Exp Date	Monthly Rent

Property Address

Street Number	Street # Suffix	Unit Number	Postal City
Street Name		State	
Street Type	Street Direction	Zip Code (5)	Zip 4

Community

Advised Subdivision	Elementary School	Middle School	High School
Roads	Access-above grade Access-below grade Access-on grade Alley	Black Top City / County Concrete Dirt	Easement / Right of Way Gravel No Road Private Road
Transportation	1 mi-Comm Rail 1 mi-Metro Bus	1 mi-subway Comm Charter Svc	Other Public Bus Svc
HOA/Condo/Coop Community Amen.	Answering Service Basketball Courts Beach Beauty Salon Bike Trail Boat Slip Bowling Alley Comm Laundry Rm Common Grounds	Community Center Concierge Conv Store Elevator Exercise Room Extra Storage Fencing Gated Community Golf Club	Horse Trails Jog/Walk Path Marina Club Mooring Area Non Lake Recreation None Other Party Room Pier/Dock
HOA/Condo/Coop Fee Includes	A/C Units Air Conditioning CAM Cable TV Community Center Custodial Service and Maintenance	Electricity Ext Building Maint Gas Golf Course Heat Management	Master Ins. Policy None Other Parking Fee Pier/Dock Maint. Pool(s)
HOA/Condo/Coop Management	Builder/Devel Other Owner/Self-Management Professional-Off Site Professional-On Site Prop Lessee Assoc	HOA/Condo/Coop Rules	Adult Living Comm Alter/Arch Changes Antenna App Fee Required Buildings Restrictions Credit/Board Appr Elevator Uses Feasibility Study
Condo/Coop Project Name	Community Name		Public Road <input type="checkbox"/> Yes <input type="checkbox"/> No

Farm

Farm <input type="checkbox"/> Yes <input type="checkbox"/> No	# Of Silos	# of Tenant Dwellings
Best Use	Dairy Feeder Operation General Agricultural	Grain Hay Horse
Farm Buildings	Bank Barn Barn Cattle/Dairy Corn Barn Greenhouse Horse Stable	Indoor Arena Loafing Shed Machine Shed None Other
Potential Livestock	Cattle Goats Horses None	Other Pigs Poultry Sheep
	Present Livestock	Cattle Goats Horses None
		Other Pigs Poultry Sheep
		Tillable Acres Total Silo Capacity
		Type of Stables
		Belmont Center Aisle Other Shed Row

Location

County		Area		Election District		Incorporated City/Town		Legal Subdivision	
Legal Unit Number		Old Map Book Co-ordinates		TBM Map Book Co-ordinates		Section		Lot	Block/Square
Phase		Parcel Number		Tax Map Number		Folio Number		Liber Number	
Location Type	<input type="checkbox"/> Bay <input type="checkbox"/> Canal/Lagoon <input type="checkbox"/> Creek <input type="checkbox"/> Lake/Pond <input type="checkbox"/> Mountain <input type="checkbox"/> None <input type="checkbox"/> Ocean <input type="checkbox"/> Other <input type="checkbox"/> River <input type="checkbox"/> Slope Side								
Directions	_____ _____ _____								

Tax Info

Tax ID Number		Improvement Amount		Land Assessment Amount		Total Assessment		Year Assessed	
City/Town Tax		County Tax		Tap		Total Taxes			
Special Tax Assessment		Refuse		Agricultural Tax Due	<input type="checkbox"/> Yes <input type="checkbox"/> No	Agricultural District			

Water

Water Oriented	<input type="checkbox"/> Yes <input type="checkbox"/> No	# of Boats - Non- Power	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3-5 <input type="checkbox"/> 6+	# of Boats - Power	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3-5 <input type="checkbox"/> 6+
# of Docks	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5+				
Dock Type	<input type="checkbox"/> Against Bulkhead Only <input type="checkbox"/> Mooring	<input type="checkbox"/> Multiple Ship <input type="checkbox"/> None	<input type="checkbox"/> Other <input type="checkbox"/> Pier	<input type="checkbox"/> Ramp <input type="checkbox"/> Single Ship	<input type="checkbox"/> Swim Only <input type="checkbox"/> Type A
Blocks to Ocean	<input type="checkbox"/> 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6-10 <input type="checkbox"/> 11-15 <input type="checkbox"/> 16+	Exposure	<input type="checkbox"/> Yes <input type="checkbox"/> No	Mean Low Water	<input type="checkbox"/> 0 <input type="checkbox"/> 1-3 <input type="checkbox"/> 4-5 <input type="checkbox"/> 6-7 <input type="checkbox"/> 8-10 <input type="checkbox"/> 11-15 <input type="checkbox"/> 16+
Name of Body of Water		Navigable Water	<input type="checkbox"/> Yes <input type="checkbox"/> No	Physical Dock/Slip Conveys	<input type="checkbox"/> Yes <input type="checkbox"/> No
Water Front	<input type="checkbox"/> Yes <input type="checkbox"/> No	Water Frontage		Water View	<input type="checkbox"/> Yes <input type="checkbox"/> No