Single Family Input Sheet

Property Type: Circle One   Residential   Condo   Auction

List Date: ____/____/_____   **Exp Date:** ____/____/_____   **List Price:** _____

No: _____   **Dir:** _____   **Street Name:** _____   **Unit:** _____

City: _____   **State:** _____   **Zip:** _____   **Parcel ID:** _____

Subdivision/Condo: _____   **Area:** _____

Zoning: _____   **Township:** _____   **County:** _____

Elementary: _____   **Middle:** _____   **High:** _____

Parochial School: _____   **Other School:** _____

Directions: (Maximum of 255 Characters)_____
_____
_____

Legal Description: (Maximum of 255 Characters)_____
_____
_____

List Office: _____   **List Agent ID:** _____   **List Agent:** _____

Co-List ID: _____   **Co-List Agent:** _____

Ownership: Circle All That Apply   Individual   REO & Short Sale   Estate   Corporate

Owner (Last, First): _____   **Owner Phone:** _____

Buyer's Agent Comp: _____   **Type:** _____   **Other Comp:** _____

Occupied By: Circle One: Bank Owned   Corporated Owned   Owner   Tenant   Vacant

Take Photo: Circle One: Yes-Take Photo   No-I will Submit Photos   **Possession:** _____

Lock Box Description: Circle One: Ebox   Combo   No box   **E-Box Location:** _____

Agent Contact Order

1. _____   2. _____   3. _____   4. _____
5. _____   6. _____   Other Desc: _____   Other Phone: _____

#Bedrooms:	**#Full Baths:**	**#Half Baths:**	**#Rooms:**	**#Stories:**	**#Fireplaces**
_____					

SqFt: _____   **SqFt Source:** Circle One: Appraiser   Approximate   Blueprints   Measured   Owner   Public Record

BsmtSqFtFin: _____   **Year Built:** _____   **Basement:** Y   N   **WtrHazIns:** Y   N

HandicapMod: Y   N   **HomeownAssc:**   Y   N   **(Either Lot SqFt, Lot Dim, or Acres Required-except Condo)**

LotSqFt: _____   **Lot Dim:** _____   **Acres:** _____

TaxYrPayable:	**Tax Amount$:**	TaxAssessVal:	SpecialAssessment:	Exemptions:
_____	_____	_____	_____	_____

SqFt Comments:_____   Association Fee

BasementTotalSqft:_____   Month $_____   Quarter $_____   Year $_____

Basement Exit: Circle One: Walk Out   Walk Up   Interior Only

New Construction: Circle One: Model   New Complete   Proposed Construction   Under Construction

Remarks: (4000 Character Limit)_____
_____
_____
_____
_____
_____

Display on Internet _____   (Y/N * will default to yes unless designated)

***Display Address?** _____   ***VOW: Allow AVM ?** _____   * **VOW: Allow Third Party Comments?** _____

Agent Notes: (2000 Character Limit)_____
_____
_____
_____

Room	Lvl	Dimension	Room	Lvl	Dimension	Room	Lvl	Dimension
1_____	___	_____	2 _____	___	_____	3 _____	___	_____
4_____	___	_____	5 _____	___	_____	6 _____	___	_____
7_____	___	_____	8 _____	___	_____	9 _____	___	_____
10_____	___	_____	11_____	___	_____	12_____	___	_____
13_____	___	_____	14_____	___	_____	15_____	___	_____

Basement Rooms

#Bedrooms_____   #BathRooms_____   # RecRooms_____   #OtherRooms_____

Property Address: _____

<u>Single Family Features-Circle All That Apply</u>

1Style
A-Frame
Bi-Level
Bungalow
Cabin
Condo
Contemporary
Earth Berm
High Rise
Log Home
Mid Rise
Manufactured Home
Mobile Home
Modular Home
Multi Unit
Patio Home
Ranch
Quad-Level
Story
Tri-Level
Zero Lot

2 Exterior
Aluminum/Vinyl
Asbestos
Asph Sided
Block
Brick
Brick/Alum/Vinyl
Brick/Wood
Concrete
Frame
Log
Metal
See Remarks
Stone
Stucco
Vinyl
Wood Sided

3a Parking/Garage
Attached
Basement Garage
Carport
Covered
Detached
Garage
Off Street
None
RV/Boat Pad
Street

3b #Cars
0
1
1.5
2
2.5
3
3.5
4+

4Basement/Foundation
None
Slab
Crawl Space
Cellar
¼ Basement
½ Basement
¾ Basement
Partial
Full
Unfinished
Partially Finished
Finished
Basement Rec Room
Garage Access
Intra Access
Sump Pump
Walkout
See Remarks
Block
Brick
Concrete
Dirt Floor
Footing
Masonry
Metal
Other
Piling
Stone
Unknown
Wood

5 Roof
Arch Shingles
Composite Shingles
Flat
Gable
Hip
Mansard
Metal
Other
Rubber
Shake
Slate
Tile
Wood Shingles

6 Heating
Baseboard
Coal
E-Floor
E-FWA
E-Heat Pump
E-Hot Water
E-Space Heat
E-Wall
G-Floor
G-FWA
G-Gravity
G-Heat Pump
G-Hot Water
G-Space Heat
G-Wall
GEO Thermal
O-Floor
O-FWA
O-Gravity
O-Hot Water
O-Space Heat
O-Wall
Propane
Radiant
See Remarks
Solar
Steam
Wood Stove
Zoned

7 Cooling
Central Air
Heat Pump
None
Other
Roof Fan
Wall Unit(s)
Whole House Fan
Window Unit(s)
Zoned

8 Utilities
Cistern/Septic
City Utilities
Natural Gas
Private Utilities
See Remarks
Septic Only
Sewer Only
Water Only
Water/Septic
Water/Sewer
Well Only
Well/Septic
Well/Sewer

9 Interior Features
9+ Ft Ceilings
AllWindowTreatments
Beamed Ceilings
Bonus Room
Chair Rail
Crown Molding
Eat-In Kitchen
ElectricDryerConnect
ElectricStoveConnect
GasDryerConnect
GasStoveConnect
Icemaker Connect
Master Bath
Other
Paneling
Remodeled
Rough-In Bath
Skylight(s)
SomeWndwTreatmnts
Vaulted Ceiling
Walk-In Closet(s)
Walk-Up Attic
Washer Connect
Wet Bar

10 Fireplaces
1 Fireplace
2 Fireplaces
3 Fireplaces
4+ Fireplaces
Gas Log
Incl Fireplace Equip
Insert
Other
Wood Burner
None

11 Flooring
Carpet
Ceramic Tile
Concrete
Laminate
Other
Parquet
Plywood
Slate
Tile
Vinyl
Wood

12 Financing
Assumable
Cash
Contract
Conventional
FHA
Insured
Lease Purchase
Owner Finance
Private
See Remarks
Trade/Exchange
VA

13AppliancesIncluded
Compactor
Counter Range
Dishwasher
Disposal
Double Oven
Dryer
Freezer
Ice Machine
Indoor Grill
Microwave
None
Other
Range
Refrigerator
Wall Oven
Washer

14 Equipment
Air Filter
Cable Available
Ceiling Fan(s)
Central Vacuum
Electric Water Heater
Garage Door Opener
Gas Water Heater
Intercom
Other
Propane Tank-Own
Propane Tank-Rent
Sauna/Steam Room
Security System-Own
Security System-Rent
Smoke Detector(s)
Sprinkler System
Water Filter
Water Softener-Own
Water Softener-Rent
Whirlpool/Hot Tub

15 Exterior Features
Above Ground Pool
Balcony
Barn
Basketball Goal
Bath House
Deck
Gas/Propane Grill
Gazebo
Glass Porch
Greenhouse
Guest House
Hot Tub
Indoor Pool
In Ground Pool
Landscaped
Landscape Lights
Open Porch
Other
Machine Shed
Patio
Pole Barn
Porch

15 ExteriorFeatureCont
Replacement Windows
Satellite Dish
Screen Porch
Small Shed
Sprinkler System
Stable
Storage Shed/Outbldg
Sun Porch
Swing Set

16 Fence
Chain Link
Full
Invisible Fence
Invisible Fence Acc.
None
Other
Partial
Privacy
Rail
Wood

17LotDescription/Water
Access
Additional Land Avail.
Common Area
Corner
Cul De Sac
Farm
Features
Golf Course
Hilly
Irregular
Lake Frontage
Level
No Outlet Street
Other
Pie Shaped
Recreational Pond
Rectangle
River Frontage
Rolling
Sloping
Trees
View
Water Access
Water View
Wooded
Zero Lot Line

18 Driveway
Asphalt Drive
Chat Drive
Concrete Drive
Exposed Aggregate
Extra Drive
Gravel/Rock Drive
Other
Shared Drive

19 Amenities
Club House
Community Golf
Comm Playground
Community Pool
Comm Tennis Court
Elevator
Gated Community
Historic
See Remarks

20 Miscellaneous
As Is
Estate
Fixer Upper
Horse Property

21 Warranty
Home Builders
Home Owners

22 ShowingInstructions
AppointmentRequired
Call List Agent
Call List Office
Call Owner
Call Tenant
Key In Office
LA Must Accompany
Lockbox
See Remarks
Show Any Time
SignInSheet Required

23 HOA Fee Includes
Accounting
Advertising
Electricity
Gas
Groundskeeping
Insurance
Legal
License/Permits
Management
Other Utilities
Repairs/Maintenance
Security
Services
Sewer
Supplies
TV Cable
Taxes
Telephone
Trash Disposal
Water

24 Master Bed/Bath
Main Level
Cathedral Ceiling
Trey Ceiling
Vaulted Ceiling
Ceiling Fan
His & Her Closets
Walk In Closet
Separate Shower
Full Bath
Half Bath
Bidet
Whirlpool Tub
Corner Tub
Double Vanity
Fireplace

25 Other Rooms
Atrium
Bathroom
Bedroom
Bonus Room
Breakfast Nook
Breezeway
Computer Room
Dark Room
Den
Dinette
Dining Room
Exercise Room
Family Room
Family/Dining Combo
Florida/Sun Room
Foyer
Garden Room
Great Room
Half Bath
Hearth Room
In-Law
Kitchen
Kitchen/DiningCombo
Laundry/Utility Room
Library/Study
Living Room
Living/Dining Combo
Loft
Loft Room
Master Bath
Master Bedroom
Media Room
Mud Room
Office
Open Bonus Room
Other
Pantry
Rec/Play Room
Screened Porch
Sewing Room
Sitting Room
Suite
Sun Room
Theater Room
Workshop