

\*Means Required Information

\*Broker Load (Y or N)

\*ML #

**LOCATION**

Street #:  Street Dir:  \*Street Name:  St Suffix:

Unit #:  \*Town:  \*Zone:  \*Zip:  Zip + 4:

Sec/Area:

\*Cross St:  \*Development:

\*School District Name:  \*School District #:  District:

Section:  Block:  Lot:  Building:

Tax Unit #  Corner Prop (Y or N):  \*Waterfront (Y or N):  Waterfront Desc.:  \*Waterview (Y or N):

Bulkhead (Y or N):  Docking Rights:  Beach Rights (Y or N):  \*Adult Community (Y or N):  Minimum Age:

Gated Property (Y or N):  Front Exposure:

**PRICE & DATES**

\*Listing Price:  \*Taxes (w/o Exempt.):  Additional Village Taxes:

Taxes W/Basic Star Exempt:  Common Charges:  Maintenance:

Deductible %:  Heating:  Management:

Insurance:  Sewer:  Electric:

Reserve:  Fees:  Other Fees:

\*Listing Date:  \*Exp Date:

Finance Restrictions:

**HOME CHARACTERISTICS**

\*Type Ownership (Condo, Co-op, Homeowner's Assoc):

\*Model Name:  Detached/Att (Det-Att-Sd):  # Floors in Building:  Unit on Floor #:

# Floors in Unit:  \*Rooms:  \*Bedrooms:  \*Baths-Full:  \*Baths-Half:  \*MBR 1<sup>ST</sup> Floor (Y or N):

\*Kitchen Type (None, Combo, Eik, Eff):  \*Dining Room:  \*Basement (Crawl-Full-Part-None-Opt):

Finished Bsmt (P-Y-N):  Approx Int. Square Footage:  # Fireplaces:  W/W Carpet (Y or N):  Wood Floors:  Cable (Y or N):

Elevator (Y or N):  \*Approx. Year Built:  \*New Construction (Y or N):  Skylight:  Appearance:

Handicap Access (Y or N):  Handicap Access Desc.:

\*Smoking (Y or N):  Doorman (Y or N):

\*1st Floor Description:

2nd Floor Description:

**EXTERIOR**

\*Construction:  Garage:  Gar. Type:  Parking (Y or N):

Parking Spaces:  Parking Charges:  Patio/Terrace (Y or N):  \*Pool (AG-IG-N):

Pool Description:  Amenities:

Auxiliary Rooms:  \*Pets (Y or N):  Pet Type (Select up to 2): Cat  Dog

Tennis Court (Y or N):  Tennis Court Desc.:

**APPLIANCES**

\*Stove:  \*Refrigerator:  \*Washer:  \*Dryer:  \*Dishwasher:

**UTILITIES**

\*Fuel:  \*Heat:  \*A/C (# or CAC):  CAC # Zones:

**GREEN**

Green Features (Y or N):  Green Certified (Y or N):  Green Certification Type:

Certification Year:

Energy Efficiency Attributes:

**OWNER/BROKER**

\*Owner:  \*Status/Showing Phone #:  \*Broker / Agent Owned (Y or N):

\*Seller Agency Compensation:  \*Buyer Agency Compensation:  \*Broker Agency Compensation:

Agency (Enter A If Agency):  \*Exclusions (Y or N):  \*Negotiate Direct (Y or N):  Occupancy:

Show Instructions:  Lockbox (Y or N):  Owner Financing (Y or N):

**REMARKS**

Remarks:

\*Directions:

Property Desc.:   
(No Contact info, Status, etc.)

**MISCELLANEOUS**

\*Also For Rent (Y or N):  Rental Price:  \*Listing Broker Compensation (For Rental):

Personal Property Exclusions:

\*Supersedes (Y or N):  Supersedes ML #:  \*REO (Y or N):  \*Short Sale:

President Board/Managing Agent:

Managing Agent Phone #:  Bylaws Attached (Y or N):

**OPEN HOUSE**

Broker Open House Start Date:  Broker Open House End Date:

Broker Open House Time:  Broker Open House Note:

Consumer Open House Start Date:  Consumer Open House End Date:

Consumer Open House Time:  Consumer Open House Note:

**SIGNATURES**

Owner Signature \_\_\_\_\_ Owner Signature \_\_\_\_\_

Address \_\_\_\_\_ Email Address \_\_\_\_\_

Home Phone \_\_\_\_\_ Other Phone \_\_\_\_\_

Date \_\_\_\_\_ MLS Office Name \_\_\_\_\_

Listing Agent \_\_\_\_\_ Co-Listing Agent \_\_\_\_\_