



# MF MULTI-FAMILY LISTING INPUT FORM

Revised 9/11/2020

**\* Denotes Required Fields** Listing Number \_\_\_\_\_

List Office Name \_\_\_\_\_ List Agent Name \_\_\_\_\_  
 \*List Office ID  Team Member(s) \_\_\_\_\_  
 \*List Agent ID  Related MLS Number(s) \_\_\_\_\_

\*List Price  \*List Date  \*Expiration Date

**\*Type of Listing Agreement**

<input type="checkbox"/> A- Exclusive Right to Sell	<input type="checkbox"/> F- Exclusive Right to Sell With Dual Rate of Commission	<input type="checkbox"/> J- Facilitation/Exclusive Right to Sell With Variable Rate of Commission
<input type="checkbox"/> B- Exclusive Right to Sell With Named Exclusion	<input type="checkbox"/> G Facilitation/Exclusive Right to Sell	
<input type="checkbox"/> D- Exclusive Agency	<input type="checkbox"/> H- Facilitation/Exclusive Right to Sell With Named Exclusion	<input type="checkbox"/> K- Facilitation/Exclusive Right to Sell With Dual Rate of Commission
<input type="checkbox"/> E- Exclusive Right to Sell With Variable Rate of Commission	<input type="checkbox"/> I- Facilitation/Exclusive	

**\*Compensation Based On**  Gross/Full Sale Price  Net Sale Price  
**\*Sub-Agency Relationship Offered**  Yes  No  
**\*Sub-Agent Compensation**  **\*Buyer's Agent Compensation**  **\*Facilitator Compensation**

**\*Entry Only**  Yes  No If entering **YES** in the Entry Only field you are hereby indicating that this listing is an Entry Only Listing and as such you will be providing no other services to the seller other than the entering of this listing into the MLS System. Please refer to Sec. 1.0 (b) Note 2 and the Definitions section of the Rules & Regulations for more information.

**\*Lender Owned**  Yes  No  Undisclosed **\*Short Sale With Lender Approval Required**  Yes  No  Unknown

**\*Street #**  **\*Street Name**  **\*Town**  **\*State**  **\*Zip Code**  - **Zip 4**

**Parcel ID Number/PIN** (Max. 36 Characters)  **Area**

**Grade School** (Max. 15 Characters)  **Middle School** (Max. 15 Characters)  **High School** (Max. 15 Characters)

**\*Directions** (Max. 100 Characters)

**Sub-Agent Showing**

<input type="checkbox"/> A - Call List Office	<input type="checkbox"/> F - Key in Office	<input type="checkbox"/> K - Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> Q - Email List Agent
<input type="checkbox"/> B - Owner	<input type="checkbox"/> G - Go Direct	<input type="checkbox"/> R - Schedule with ShowingTime	<input type="checkbox"/> L - Other (See Special Showing Instructions)
<input type="checkbox"/> C - Call List Agent	<input type="checkbox"/> H - Accompanied Showings	<input type="checkbox"/> N - Pets on Premises	
<input type="checkbox"/> D - Call Tenant	<input type="checkbox"/> I - Appointment Required	<input type="checkbox"/> O - Audio Recording/Surveillance Device on Premises	
<input type="checkbox"/> E - Lock Box	<input type="checkbox"/> J - Sign	<input type="checkbox"/> P - Video Recording/Surveillance Device on Premises	

**Buyer's Agent Showing**

<input type="checkbox"/> A - Call List Office	<input type="checkbox"/> F - Key in Office	<input type="checkbox"/> K - Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> Q - Email List Agent
<input type="checkbox"/> B - Owner	<input type="checkbox"/> G - Go Direct	<input type="checkbox"/> R - Schedule with ShowingTime	<input type="checkbox"/> L - Other (See Special Showing Instructions)
<input type="checkbox"/> C - Call List Agent	<input type="checkbox"/> H - Accompanied Showings	<input type="checkbox"/> N - Pets on Premises	
<input type="checkbox"/> D - Call Tenant	<input type="checkbox"/> I - Appointment Required	<input type="checkbox"/> O - Audio Recording/Surveillance Device on Premises	
<input type="checkbox"/> E - Lock Box	<input type="checkbox"/> J - Sign	<input type="checkbox"/> P - Video Recording/Surveillance Device on Premises	

**Facilitator Showing**

<input type="checkbox"/> A - Call List Office	<input type="checkbox"/> F - Key in Office	<input type="checkbox"/> K - Schedule with ShowingTime or Call 888-627-2775	<input type="checkbox"/> Q - Email List Agent
<input type="checkbox"/> B - Owner	<input type="checkbox"/> G - Go Direct	<input type="checkbox"/> R - Schedule with ShowingTime	<input type="checkbox"/> L - Other (See Special Showing Instructions)
<input type="checkbox"/> C - Call List Agent	<input type="checkbox"/> H - Accompanied Showings	<input type="checkbox"/> N - Pets on Premises	
<input type="checkbox"/> D - Call Tenant	<input type="checkbox"/> I - Appointment Required	<input type="checkbox"/> O - Audio Recording/Surveillance Device on Premises	
<input type="checkbox"/> E - Lock Box	<input type="checkbox"/> J - Sign	<input type="checkbox"/> P - Video Recording/Surveillance Device on Premises	

**Special Showing Instructions** (Max. 100 Characters)

**Terms**

- |   |  |   |  |   |
|---|--|---|--|---|
| <input type="checkbox"/> A- Seller Will Participate | <input type="checkbox"/> C- Lease Option | <input type="checkbox"/> E- Contract for Deed | <input type="checkbox"/> M- Lender Approval Required | <input type="checkbox"/> G- Other (See Remarks) |
| <input type="checkbox"/> B- Assumable               | <input type="checkbox"/> D- Lease Back   | <input type="checkbox"/> F- Delayed Occupancy | <input type="checkbox"/> O- Estate Sale              |   |

<b>*Taxes \$</b> <input type="text"/>	<b>*Fiscal Year</b> <input type="text"/>	<b>*Assessed Value \$</b> <input type="text"/>	<b>*Specific Zoning Code</b> <input type="text"/>	<b>Certification Number or Deed Date</b> <input type="text"/>
<b>Map</b> <input type="text"/>	<b>Block</b> <input type="text"/>	<b>Lot</b> <input type="text"/>	<b>*Book</b> <input type="text"/>	<b>*Page</b> <input type="text"/>

**\*Type of MF** (choose only one)

- |  |  |  |  |                                 |
|--|--|--|--|---------------------------------|
| <input type="checkbox"/> 2 Family                        | <input type="checkbox"/> 3 Family                        | <input type="checkbox"/> 4 Family                        | <input type="checkbox"/> 5+ Family - 5+ Units Side by Side | <input type="checkbox"/> Duplex |
| <input type="checkbox"/> 2 Family - 2 Units Side by Side | <input type="checkbox"/> 3 Family - 3 Units Side by Side | <input type="checkbox"/> 4 Family - 4 Units Side by Side | <input type="checkbox"/> 5+ Family - 5+ Units Up/Down      |                                 |
| <input type="checkbox"/> 2 Family - 2 Units Up/Down      | <input type="checkbox"/> 3 Family - 3 Units Up/Down      | <input type="checkbox"/> 4 Family - 4 Units Up/Down      | <input type="checkbox"/> 5+ Family - Rooming House         |                                 |
| <input type="checkbox"/> 2 Family - Rooming House        | <input type="checkbox"/> 3 Family - Rooming House        | <input type="checkbox"/> 4 Family - Rooming House        | <input type="checkbox"/> 5-9 Family                        |                                 |

<b>*# Units</b> <input type="text"/>	<b>*Total # of Rooms</b> <input type="text"/>	<b>*Total # of Bedrooms</b> <input type="text"/>	<b>*Total # of Full Baths</b> <input type="text"/>	<b>*Total # of Half Baths</b> <input type="text"/>
<b>*# Garage Stalls</b> <input type="text"/>	<b>*# Parking Spaces</b> <input type="text"/>	<b>*Total # of Fireplaces</b> <input type="text"/>	<b>*Total Monthly Rent</b> <input type="text"/>	<b>*# Floors</b> <input type="text"/>
<b># Heat Units</b> <input type="text"/>	<b># Heat Zones</b> <input type="text"/>	<b># Cooling Units</b> <input type="text"/>	<b># Cooling Zones</b> <input type="text"/>	
<b>*Year Built</b> <input type="text"/>	<b>*Year Built Source</b> (choose only one)		<b>Year Round</b>	
	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Builder	<input type="checkbox"/> Owner	<input type="checkbox"/> Public Record
			<input type="checkbox"/> Yes	<input type="checkbox"/> No
			<input type="checkbox"/> Unknown	<input type="checkbox"/> Unspecified

**\*Year Built Description**

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> A- Actual      | <input type="checkbox"/> C- Certified Historic | <input type="checkbox"/> E- To Be Built        | <input type="checkbox"/> G- Unknown/Mixed            |
| <input type="checkbox"/> B- Approximate | <input type="checkbox"/> D- Renovated Since    | <input type="checkbox"/> F- Under Construction | <input type="checkbox"/> H- Finished, Never Occupied |

<b>*Approximate Living Area</b> <input type="text"/> (Sq. Ft.)	<b>Living Area Disclosures</b> (Max. 100 Characters) <input type="text"/>
<input type="checkbox"/> Includes Finished Basement	

- \*Living Area Source** (choose only one)  Appraiser  Measured  Owner  Public Record  Other

- Green Certified**  Yes  No  Unknown  Unspecified

**\*Green Certification Type**

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> A- Energy Star Home Certified | <input type="checkbox"/> B- LEED Certified                 | <input type="checkbox"/> C- National Green Building Standard | <input type="checkbox"/> I- Pearl Certification - Silver |
| <input type="checkbox"/> J- Pearl Certification - Gold | <input type="checkbox"/> K- Pearl Certification - Platinum | <input type="checkbox"/> D- Other (See Remarks)              |  |

<b>HERS Index Score</b> <input type="text"/>	<b>Completion Date of HERS Score</b> <input type="text"/>
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<b>*Approx. Lot Size</b> <input type="text"/> (Sq. Ft.)	<b>Approximate Acres</b> <input type="text"/>	<b>Approximate Street Frontage</b> <input type="text"/>
--	--	--

**\*Lot Description**

- |  |   |   |  |   |
|--|---|---|--|---|
| <input type="checkbox"/> A- Corner                   | <input type="checkbox"/> F- Stream                    | <input type="checkbox"/> L- Shared Drive    | <input type="checkbox"/> Q- Fill Needed  | <input type="checkbox"/> U- Sloping             |
| <input type="checkbox"/> B- Wooded                   | <input type="checkbox"/> G- Golf Course Frontage      | <input type="checkbox"/> M- City View(s)    | <input type="checkbox"/> R- Gentle Slope | <input type="checkbox"/> V- Steep Slope         |
| <input type="checkbox"/> C- Paved Drive              | <input type="checkbox"/> H- Additional Land Available | <input type="checkbox"/> N- Cleared         | <input type="checkbox"/> S- Level        | <input type="checkbox"/> W- Scenic View(s)      |
| <input type="checkbox"/> D- Easements                | <input type="checkbox"/> I- Zero Lot Line             | <input type="checkbox"/> O- Farmland        | <input type="checkbox"/> T- Marsh        | <input type="checkbox"/> K- Other (See Remarks) |
| <input type="checkbox"/> E- Underground Storage Tank | <input type="checkbox"/> J- Flood Plain               | <input type="checkbox"/> P- Fenced/Enclosed |  |   |

**Unit Features**

<b>Rooms</b>					
A- Living Room	C- Kitchen	E- Laundry	H- Loft	J- Office/Den	F- Other (See Remarks)
B- Dining Room	D- Family Room	G- Living Room/Dining Room Combo	I- Mudroom	K- Sunroom	

<b>Appliances</b>				
A- Range	H- Countertop Range	P- Refrigerator - ENERGY STAR	W- Vacuum System	4- Rangenop - ENERGY STAR
B- Wall Oven	I- Refrigerator	Q- Refrigerator - Wine Storage	X- Vacuum System - Rough-in	5- Oven - ENERGY STAR
C- Dishwasher	J- Freezer	R- Dryer - ENERGY STAR	Y- Vent Hood	6- Washer Hookup
D- Disposal	K- Washer	S- Dishwasher - ENERGY STAR	Z- Water Softener	7- Dryer Hookup
E- Compactor	L- Dryer	T- Washer - ENERGY STAR	1- Cooktop - ENERGY STAR	8- Washer & Dryer Hookup
F- Microwave	M- Water Treatment	U- Freezer - Upright	2- Range - ENERGY STAR	N- Other (See Remarks)
G- Indoor Grill	O- None	V- Washer/Dryer Combo	3- Water Instant Hot	

<b>Interior Features</b>				
A- Ceiling Fans	L- Rabbit Run	Y- Fireplace - Natural Gas	10- Bathroom with Shower Stall	21- Wall to Wall Carpet
B- Security System	M- Square	Z- Fireplace - Propane Gas	11- Bathroom with Tub	22- Stone/Ceramic Tile Floor
C- Floored Attic	N- Studio	1- Stone/Granite/Solid Counters	12- Bathroom with Tub & Shower	23- Stained Glass Window(s)
D- Walk-up Attic	O- Philadelphia	2- Hardwood Floors	13- Box/Bay/Bow Window(s)	24- Internet Available - Broadband
E- Heated Attic	Q- Balcony/Deck	3- High Speed Internet Hookup	14- Country Kitchen	25- Internet Available - DSL
F- Cable TV Available	R- Cedar Closet	4- Jacuzzi/Whirlpool Soaking Tub	15- Intercom	26- Internet Available - Fiber-Optic
G- Handicapped Equipped	S- Central Vacuum	5- Picture Window	16- Open Floor Plan	27- Internet Available - Satellite
H- Pantry	T- Tile Floor	6- Upgraded Cabinets	17- Programmable Thermostat	28- Internet Available - Unknown
I- Cathedral/Vaulted Ceilings	U- Crown Molding	7- Upgraded Countertops	18- Remodeled	29- Elevator
J- Lead Certification Available	W- Fireplace - Wood Burning	8- Wood Flooring	19- Skylight	P- Other (See Remarks)
K- Storage	X- Fireplace - Electric	9- Walk-in Closet	20- Slider	

<b>Rent Includes</b>						
A- Heat	B- Electric	C- Gas	D- Water	E- Hot Water	G- None	F- Other (See Remarks)

<b>Heat</b>					
A- Central Heat	G- Heat Pump	M- Individual	T- Geothermal Heat Pump	1- Wind	7- Radiant
B- Forced Air	H- Oil	N- Unit Control	U- Hydro Air	2- Floor Furnace	11- Pellet Stove
C- Hot Water Baseboard	I- Gas	O- Wall Unit	W- Active Solar	3- Hot Air Gravity	12- Wood Stove
D- Electric Baseboard	J- Electric	P- Fan Coil	X- Ground Source Heat Pump	4- Humidifier	13- Ductless Mini-Split System
E- Hot Water Radiators	K- Wood	Q- Extra Flue	Y- Hydronic Floor Heat (Radiant)	5- Propane	14- Leased Propane Tank
F- Steam	L- Common	S- None	Z- Passive Solar	6- Space Heater	R- Other (See Remarks)

<b>Cooling</b>				
A- Central Air	E- 2 Units	I- Unit Control	N- Geothermal Heat Pump	S- Wind
B- Window AC	F- 3 or More	J- Fan Coil	O- High Seer Heat Pump (12+)	V- Ductless Mini-Split System
C- Wall AC	G- Common	L- None	Q- Passive Cooling	K- Other (See Remarks)
D- Heat Pump	H- Individual	M- Active Solar	R- Swamp Cooler (Evaporative)	

**Unit Descriptions**

**\*Unit 1**

**\*Total Rooms** 
**\*# Bedrooms** 
**\*# Full Baths** 
**\*# Half Baths** 
**\*# Fireplaces** 
**\*# Levels in Unit** 
**\*Unit Floor #** 
**\*Monthly Rent** 
**\*Lease**  Yes  No

Room Name	Unit Features (Use the Unit Feature codes listed above)
Rooms	
Appliances	
Interior Features	
Rent Includes	
Heat	
Cooling	

**\*Unit 2**

**\*Total Rooms** 
**\*# Bedrooms** 
**\*# Full Baths** 
**\*# Half Baths** 
**\*# Fireplaces** 
**\*# Levels in Unit** 
**\*Unit Floor #** 
**\*Monthly Rent** 
**\*Lease**  Yes  No

Room Name	Unit Features <small>(Use the Unit Feature codes listed )</small>
Rooms	
Appliances	
Interior Features	
Rent Includes	
Heat	
Cooling	

**Unit 3**

**Total Rooms** 
**# Bedrooms** 
**# Full Baths** 
**# Half Baths** 
**# Fireplaces** 
**# Levels in Unit** 
**Unit Floor #** 
**Monthly Rent** 
**Lease**  Yes  No

Room Name	Unit Features <small>(Use the Unit Feature codes listed on pg. 3)</small>
Rooms	
Appliances	
Interior Features	
Rent Includes	
Heat	
Cooling	

**Unit 4**

**Total Rooms** 
**# Bedrooms** 
**# Full Baths** 
**# Half Baths** 
**# Fireplaces** 
**# Levels in Unit** 
**Unit Floor #** 
**Monthly Rent** 
**Lease**  Yes  No

Room Name	Unit Features <small>(Use the Unit Feature codes listed on pg. 3)</small>
Rooms	
Appliances	
Interior Features	
Rent Includes	
Heat	
Cooling	

**Unit 5**

**Total Rooms** 
**# Bedrooms** 
**# Full Baths** 
**# Half Baths** 
**# Fireplaces** 
**# Levels in Unit** 
**Unit Floor #** 
**Monthly Rent** 
**Lease**  Yes  No

Room Name	Unit Features <small>(Use the Unit Feature codes listed on pg. 3)</small>
Rooms	
Appliances	
Interior Features	
Rent Includes	
Heat	
Cooling	

**Common Areas**

**Rooms**

<input type="checkbox"/> A- Living Room	<input type="checkbox"/> D- Family Room	<input type="checkbox"/> G- Living Room/Dining Room Combo	<input type="checkbox"/> I- Mudroom	<input type="checkbox"/> K- Sunroom
<input type="checkbox"/> B- Dining Room	<input type="checkbox"/> E- Laundry	<input type="checkbox"/> H- Loft	<input type="checkbox"/> J- Office/Den	<input type="checkbox"/> F- Other (See Remarks)
<input type="checkbox"/> C- Kitchen				

**Appliances**

<input type="checkbox"/> A- Range	<input type="checkbox"/> H- Countertop Range	<input type="checkbox"/> P- Refrigerator - ENERGY STAR	<input type="checkbox"/> W- Vacuum System	<input type="checkbox"/> 4- Rangesetop - ENERGY STAR
<input type="checkbox"/> B- Wall Oven	<input type="checkbox"/> I- Refrigerator	<input type="checkbox"/> Q- Refrigerator - Wine Storage	<input type="checkbox"/> X- Vacuum System - Rough-in	<input type="checkbox"/> 5- Oven - ENERGY STAR
<input type="checkbox"/> C- Dishwasher	<input type="checkbox"/> J- Freezer	<input type="checkbox"/> R- Dryer - ENERGY STAR	<input type="checkbox"/> Y- Vent Hood	<input type="checkbox"/> 6- Washer Hookup
<input type="checkbox"/> D- Disposal	<input type="checkbox"/> K- Washer	<input type="checkbox"/> S- Dishwasher - ENERGY STAR	<input type="checkbox"/> Z- Water Softener	<input type="checkbox"/> 7- Dryer Hookup
<input type="checkbox"/> E- Compactor	<input type="checkbox"/> L- Dryer	<input type="checkbox"/> T- Washer - ENERGY STAR	<input type="checkbox"/> 1- Cooktop - ENERGY STAR	<input type="checkbox"/> 8- Washer & Dryer Hookup
<input type="checkbox"/> F- Microwave	<input type="checkbox"/> M- Water Treatment	<input type="checkbox"/> U- Freezer - Upright	<input type="checkbox"/> 2- Range - ENERGY STAR	<input type="checkbox"/> N- Other (See Remarks)
<input type="checkbox"/> G- Indoor Grill	<input type="checkbox"/> O- None	<input type="checkbox"/> V- Washer/Dryer Combo	<input type="checkbox"/> 3- Water Instant Hot	

**Interior Features**

<input type="checkbox"/> A- Ceiling Fans	<input type="checkbox"/> O- Philadelphia	<input type="checkbox"/> 5- Picture Window	<input type="checkbox"/> 19- Skylight
<input type="checkbox"/> B- Security System	<input type="checkbox"/> Q- Balcony/Deck	<input type="checkbox"/> 6- Upgraded Cabinets	<input type="checkbox"/> 20- Slider
<input type="checkbox"/> C- Floored Attic	<input type="checkbox"/> R- Cedar Closet	<input type="checkbox"/> 7- Upgraded Countertops	<input type="checkbox"/> 21- Wall to Wall Carpet
<input type="checkbox"/> D- Walk-up Attic	<input type="checkbox"/> S- Central Vacuum	<input type="checkbox"/> 8- Wood Flooring	<input type="checkbox"/> 22- Stone/Ceramic Tile Floor
<input type="checkbox"/> E- Heated Attic	<input type="checkbox"/> T- Tile Floor	<input type="checkbox"/> 9- Walk-in Closet	<input type="checkbox"/> 23- Stained Glass Window(s)
<input type="checkbox"/> F- Cable TV Available	<input type="checkbox"/> U- Crown Molding	<input type="checkbox"/> 10- Bathroom with Shower Stall	<input type="checkbox"/> 24- Internet Available - Broadband
<input type="checkbox"/> G- Handicapped Equipped	<input type="checkbox"/> W- Fireplace - Wood Burning	<input type="checkbox"/> 11- Bathroom with Tub	<input type="checkbox"/> 25- Internet Available - DSL
<input type="checkbox"/> H- Pantry	<input type="checkbox"/> X- Fireplace - Electric	<input type="checkbox"/> 12- Bathroom with Tub & Shower	<input type="checkbox"/> 26- Internet Available - Fiber-Optic
<input type="checkbox"/> I- Cathedral/Vaulted Ceilings	<input type="checkbox"/> Y- Fireplace - Natural Gas	<input type="checkbox"/> 13- Box/Bay/Bow Window(s)	<input type="checkbox"/> 27- Internet Available - Satellite
<input type="checkbox"/> J- Lead Certification Available	<input type="checkbox"/> Z- Fireplace - Propane Gas	<input type="checkbox"/> 14- Country Kitchen	<input type="checkbox"/> 28- Internet Available - Unknown
<input type="checkbox"/> K- Storage	<input type="checkbox"/> 1- Stone/Granite/Solid Counters	<input type="checkbox"/> 15- Intercom	<input type="checkbox"/> 29- Elevator
<input type="checkbox"/> L- Rabbit Run	<input type="checkbox"/> 2- Hardwood Floors	<input type="checkbox"/> 16- Open Floor Plan	<input type="checkbox"/> P- Other (See Remarks)
<input type="checkbox"/> M- Square	<input type="checkbox"/> 3- High Speed Internet Hookup	<input type="checkbox"/> 17- Programmable Thermostat	
<input type="checkbox"/> N- Studio	<input type="checkbox"/> 4- Jacuzzi/Whirlpool Soaking Tub	<input type="checkbox"/> 18- Remodeled	

**Heat**

<input type="checkbox"/> A- Central Heat	<input type="checkbox"/> G- Heat Pump	<input type="checkbox"/> M- Individual	<input type="checkbox"/> T- Geothermal Heat Pump	<input type="checkbox"/> 1- Wind	<input type="checkbox"/> 7- Radiant
<input type="checkbox"/> B- Forced Air	<input type="checkbox"/> H- Oil	<input type="checkbox"/> N- Unit Control	<input type="checkbox"/> U- Hydro Air	<input type="checkbox"/> 2- Floor Furnace	<input type="checkbox"/> 11- Pellet Stove
<input type="checkbox"/> C- Hot Water Baseboard	<input type="checkbox"/> I- Gas	<input type="checkbox"/> O- Wall Unit	<input type="checkbox"/> W- Active Solar	<input type="checkbox"/> 3- Hot Air Gravity	<input type="checkbox"/> 12- Wood Stove
<input type="checkbox"/> D- Electric Baseboard	<input type="checkbox"/> J- Electric	<input type="checkbox"/> P- Fan Coil	<input type="checkbox"/> X- Ground Source Heat Pump	<input type="checkbox"/> 4- Humidifier	<input type="checkbox"/> 13- Ductless Mini-Split System
<input type="checkbox"/> E- Hot Water Radiators	<input type="checkbox"/> K- Wood	<input type="checkbox"/> Q- Extra Flue	<input type="checkbox"/> Y- Hydronic Floor Heat (Radiant)	<input type="checkbox"/> 5- Propane	<input type="checkbox"/> R- Other (See Remarks)
<input type="checkbox"/> F- Steam	<input type="checkbox"/> L- Common	<input type="checkbox"/> S- None	<input type="checkbox"/> Z- Passive Solar	<input type="checkbox"/> 6- Space Heater	

**Cooling**

<input type="checkbox"/> A- Central Air	<input type="checkbox"/> E- 2 Units	<input type="checkbox"/> I- Unit Control	<input type="checkbox"/> N- Geothermal Heat Pump	<input type="checkbox"/> S- Wind
<input type="checkbox"/> B- Window AC	<input type="checkbox"/> F- 3 or More	<input type="checkbox"/> J- Fan Coil	<input type="checkbox"/> O- High Seer Heat Pump (12+)	<input type="checkbox"/> V- Ductless Mini-Split System
<input type="checkbox"/> C- Wall AC	<input type="checkbox"/> G- Common	<input type="checkbox"/> L- None	<input type="checkbox"/> Q- Passive Cooling	<input type="checkbox"/> K- Other (See Remarks)
<input type="checkbox"/> D- Heat Pump	<input type="checkbox"/> H- Individual	<input type="checkbox"/> M- Active Solar	<input type="checkbox"/> R- Swamp Cooler (Evaporative)	

**Annual Expenses for Year Ending**  (MM/YY)      **Gross Income \$**       **Net Operating Income \$**

**\*Annual Property Operating Data**  
 Yes     No      **Gross Expenses \$**

<b>Heat \$</b> <input type="text"/>	<b>Gas \$</b> <input type="text"/>	<b>Electricity \$</b> <input type="text"/>	<b>Water \$</b> <input type="text"/>	<b>Repairs &amp; Maintenance \$</b> <input type="text"/>
<b>Refuse Removal \$</b> <input type="text"/>	<b>Sewer \$</b> <input type="text"/>	<b>Insurance \$</b> <input type="text"/>	<b>Management Fee \$</b> <input type="text"/>	<b>Miscellaneous \$</b> <input type="text"/>

**Annual Expenses Source**

<input type="checkbox"/> A- Tax Return	<input type="checkbox"/> C- Accountant Provided	<input type="checkbox"/> E- Projected	<input type="checkbox"/> G- Pro Forma Available	<input type="checkbox"/> I- Other (See Remarks)
<input type="checkbox"/> B- Estimated	<input type="checkbox"/> D- Owner Provided	<input type="checkbox"/> F- Limited Information	<input type="checkbox"/> H- Not Available	

**Area Amenities**

<input type="checkbox"/> A- Public Transportation	<input type="checkbox"/> E- Park	<input type="checkbox"/> I- Medical Facility	<input type="checkbox"/> N- Highway Access	<input type="checkbox"/> R- Public School
<input type="checkbox"/> B- Shopping	<input type="checkbox"/> F- Walking/Jogging Trails	<input type="checkbox"/> J- Laundromat	<input type="checkbox"/> O- House of Worship	<input type="checkbox"/> S- T-Station
<input type="checkbox"/> C- Swimming Pool	<input type="checkbox"/> G- Stables	<input type="checkbox"/> L- Bike Path	<input type="checkbox"/> P- Marina	<input type="checkbox"/> T- University
<input type="checkbox"/> D- Tennis Court	<input type="checkbox"/> H- Golf Course	<input type="checkbox"/> M- Conservation Area	<input type="checkbox"/> Q- Private School	<input type="checkbox"/> K- Other (See Remarks)

**\*Waterfront**     Yes     No

**Waterfront Features**

<input type="checkbox"/> A- Ocean	<input type="checkbox"/> F- Bay	<input type="checkbox"/> L- Access	<input type="checkbox"/> Q- Deep Water Access	<input type="checkbox"/> U- Navigable
<input type="checkbox"/> B- Sound	<input type="checkbox"/> G- Harbor	<input type="checkbox"/> N- Canal	<input type="checkbox"/> R- Direct Access	<input type="checkbox"/> V- Public
<input type="checkbox"/> C- Lake	<input type="checkbox"/> H- Dock/Mooring	<input type="checkbox"/> O- Bog	<input type="checkbox"/> S- Marina	<input type="checkbox"/> W- Private
<input type="checkbox"/> D- River	<input type="checkbox"/> I- Frontage	<input type="checkbox"/> P- Creek	<input type="checkbox"/> T- Marsh	<input type="checkbox"/> M- Other (See Remarks)
<input type="checkbox"/> E- Pond	<input type="checkbox"/> J- Walk to			

**Water View**     Yes     No     Unknown     Unspecified

**Water View Features**

<input type="checkbox"/> A- Bay	<input type="checkbox"/> E- Dock/Mooring	<input type="checkbox"/> I- Marsh	<input type="checkbox"/> L- Private	<input type="checkbox"/> O- Sound
<input type="checkbox"/> B- Bog	<input type="checkbox"/> F- Harbor	<input type="checkbox"/> J- Ocean	<input type="checkbox"/> M- Public	<input type="checkbox"/> P- Walk to
<input type="checkbox"/> C- Canal	<input type="checkbox"/> G- Lake	<input type="checkbox"/> K- Pond	<input type="checkbox"/> N- River	<input type="checkbox"/> Q- Other (See Remarks)
<input type="checkbox"/> D- Creek	<input type="checkbox"/> H- Marina			

**\*Beach Nearby**     Yes     No

**Beach Approximate Miles to**

0 to 1/10 Mile     1/10 to 3/10 Mile     3/10 to 1/2 Mile     1/2 to 1 Mile     1 to 2 Miles     Unknown     Unspecified

**Beach Description**

<input type="checkbox"/> A- Bay	<input type="checkbox"/> D- Lake/Pond	<input type="checkbox"/> H- Access	<input type="checkbox"/> K- Sound
<input type="checkbox"/> B- Creek	<input type="checkbox"/> E- Ocean	<input type="checkbox"/> I- Direct Access	<input type="checkbox"/> L- Walk to
<input type="checkbox"/> C- Harbor	<input type="checkbox"/> F- River	<input type="checkbox"/> J- Frontage	<input type="checkbox"/> G- Other (See Remarks)

**Beach Ownership**     A- Private     B- Public     C- Association     D- Deeded Rights     E- Other (See Remarks)

**Facing Direction**

<input type="checkbox"/> North	<input type="checkbox"/> South	<input type="checkbox"/> East	<input type="checkbox"/> West
<input type="checkbox"/> Northeast	<input type="checkbox"/> Northwest	<input type="checkbox"/> Southeast	<input type="checkbox"/> Southwest
<input type="checkbox"/> Unknown	<input type="checkbox"/> Unspecified		

**Construction**

<input type="checkbox"/> A- Frame	<input type="checkbox"/> F- Modular	<input type="checkbox"/> L- Cob	<input type="checkbox"/> P- Other/Hybrid	<input type="checkbox"/> T- Timber Frame
<input type="checkbox"/> B- Brick	<input type="checkbox"/> G- Post & Beam	<input type="checkbox"/> M- Conventional (2x4-2x6)	<input type="checkbox"/> Q- Rammed Earth	<input type="checkbox"/> U- Vertical Siding
<input type="checkbox"/> C- Stone/Concrete	<input type="checkbox"/> I- Adobe	<input type="checkbox"/> N- Cork	<input type="checkbox"/> R- Reuse/Exchange	<input type="checkbox"/> V- Cement Board
<input type="checkbox"/> D- Block	<input type="checkbox"/> J- Aerated Autoclaved Concrete	<input type="checkbox"/> O- Earthship	<input type="checkbox"/> S- Straw Bale	<input type="checkbox"/> H- Other (See Remarks)
<input type="checkbox"/> E- Log	<input type="checkbox"/> K- Barn Board			

**Roof Material**

<input type="checkbox"/> A- Asphalt/Fiberglass Shingles	<input type="checkbox"/> E- Tar & Gravel	<input type="checkbox"/> J- Asphalt/Composition Shingles	<input type="checkbox"/> M- Metal Roofing (Recycled)	<input type="checkbox"/> P- Vegetation/Garden
<input type="checkbox"/> B- Wood Shingles	<input type="checkbox"/> F- Shake	<input type="checkbox"/> K- Clay	<input type="checkbox"/> N- Radiant Roof Barriers	<input type="checkbox"/> V- Reflective Roofing - ENERGY STAR
<input type="checkbox"/> C- Tile	<input type="checkbox"/> G- Rubber	<input type="checkbox"/> L- Living	<input type="checkbox"/> O- Teme - Coated - Stainless	<input type="checkbox"/> H- Other (See Remarks)
<input type="checkbox"/> D- Slate	<input type="checkbox"/> I- Metal			

**Exterior**

<input type="checkbox"/> A- Clapboard	<input type="checkbox"/> D- Aluminum	<input type="checkbox"/> G- Masonite	<input type="checkbox"/> J- Stone	<input type="checkbox"/> M- Varies per Unit	<input type="checkbox"/> Q- Fiber Cement Siding
<input type="checkbox"/> B- Shingles	<input type="checkbox"/> E- Vinyl	<input type="checkbox"/> H- Log	<input type="checkbox"/> K- Shake	<input type="checkbox"/> O- Redwood	<input type="checkbox"/> R- Composite
<input type="checkbox"/> C- Wood	<input type="checkbox"/> F- Asbestos	<input type="checkbox"/> I- Brick	<input type="checkbox"/> L- Stucco	<input type="checkbox"/> P- EIFS	<input type="checkbox"/> N- Other (See Remarks)

**Exterior Color**

**Exterior Features**

<input type="checkbox"/> A- Porch	<input type="checkbox"/> H- Pool - Inground	<input type="checkbox"/> R- Greenhouse	<input type="checkbox"/> 6- Drought Tolerant/Water Conserving Landscaping
<input type="checkbox"/> B- Porch - Enclosed	<input type="checkbox"/> I- Pool - Above Ground	<input type="checkbox"/> S- Professional Landscaping	<input type="checkbox"/> 13- Fruit Trees
<input type="checkbox"/> 12- Porch - Screened	<input type="checkbox"/> 10- Pool - Above Ground Heated	<input type="checkbox"/> T- Sprinkler System	<input type="checkbox"/> 14- Garden Area
<input type="checkbox"/> C- Deck	<input type="checkbox"/> 11- Pool - Inground Heated	<input type="checkbox"/> U- Decorative Lighting	<input type="checkbox"/> 17- Invisible Fence
<input type="checkbox"/> 2- Deck - Roof	<input type="checkbox"/> J- Cabana	<input type="checkbox"/> V- Screens	<input type="checkbox"/> 18- Kennel
<input type="checkbox"/> 7- Deck - Wood	<input type="checkbox"/> K- Tennis Court	<input type="checkbox"/> W- Fenced Yard	<input type="checkbox"/> 19- Outdoor Shower
<input type="checkbox"/> 8- Deck - Vinyl	<input type="checkbox"/> L- Handicap Access	<input type="checkbox"/> X- Satellite Dish	<input type="checkbox"/> 20- Solar Powered Area Lighting
<input type="checkbox"/> 9- Deck - Composite	<input type="checkbox"/> M- Gutters	<input type="checkbox"/> Y- Varies per Unit	<input type="checkbox"/> 21- Stone Wall
<input type="checkbox"/> D- Patio	<input type="checkbox"/> N- Hot Tub/Spa	<input type="checkbox"/> 1- Gazebo	<input type="checkbox"/> 23- Cistern Water Storage
<input type="checkbox"/> E- Patio - Enclosed	<input type="checkbox"/> O- Storage Shed	<input type="checkbox"/> 3- City View(s)	<input type="checkbox"/> 24- ET Irrigation Controller
<input type="checkbox"/> F- Covered Patio/Deck	<input type="checkbox"/> P- Barn/Stable	<input type="checkbox"/> 4- Integrated Pest Management	<input type="checkbox"/> Z- Other (See Remarks)
<input type="checkbox"/> G- Balcony	<input type="checkbox"/> Q- Paddock		

**Foundation Size**

**\*Foundation Description**

<input type="checkbox"/> A- Poured Concrete	<input type="checkbox"/> C- Fieldstone	<input type="checkbox"/> E- Granite	<input type="checkbox"/> H- Irregular	<input type="checkbox"/> J- Insulated Concrete Form
<input type="checkbox"/> B- Concrete Block	<input type="checkbox"/> D- Brick	<input type="checkbox"/> F- Slab	<input type="checkbox"/> I- Thermally Broken Foundation/Slab	<input type="checkbox"/> G- Other (See Remarks)

**Parking Features**

<input type="checkbox"/> A- Off-Street	<input type="checkbox"/> D- On Street Permit	<input type="checkbox"/> H- Guest	<input type="checkbox"/> L- Improved Driveway	<input type="checkbox"/> O- Unpaved Driveway
<input type="checkbox"/> B- Rented	<input type="checkbox"/> E- Assigned	<input type="checkbox"/> I- Deeded	<input type="checkbox"/> M- Stone/Gravel	<input type="checkbox"/> V- On Street Without Permit
<input type="checkbox"/> C- Tandem	<input type="checkbox"/> G- Common	<input type="checkbox"/> J- Available for Purchase	<input type="checkbox"/> N- Paved Driveway	<input type="checkbox"/> F- Other (See Remarks)

**Road Type**

<input type="checkbox"/> A- Public	<input type="checkbox"/> C- Paved	<input type="checkbox"/> E- Publicly Maintained	<input type="checkbox"/> G- Cul-de-sac	<input type="checkbox"/> I- Sidewalk
<input type="checkbox"/> B- Private	<input type="checkbox"/> D- Unpaved	<input type="checkbox"/> F- Privately Maintained	<input type="checkbox"/> H- Dead End	<input type="checkbox"/> J- Paper Road

**\*Basement**  Yes  No

**Basement Features**

<input type="checkbox"/> A- Full	<input type="checkbox"/> E- Partially Finished	<input type="checkbox"/> I- Bulkhead	<input type="checkbox"/> M- Concrete Floor
<input type="checkbox"/> B- Partial	<input type="checkbox"/> F- Walk Out	<input type="checkbox"/> J- Sump Pump	<input type="checkbox"/> N- Slab
<input type="checkbox"/> C- Crawl	<input type="checkbox"/> G- Interior Access	<input type="checkbox"/> K- Radon Remediation System	<input type="checkbox"/> Q- Unfinished Basement
<input type="checkbox"/> D- Finished	<input type="checkbox"/> H- Garage Access	<input type="checkbox"/> L- Dirt Floor	<input type="checkbox"/> R- Exterior Access

**Hot Water**

<input type="checkbox"/> A- Oil	<input type="checkbox"/> C- Electric	<input type="checkbox"/> E- Solar	<input type="checkbox"/> G- Tankless	<input type="checkbox"/> I- Leased Heater	<input type="checkbox"/> L- Solar Water Heating
<input type="checkbox"/> B- Natural Gas	<input type="checkbox"/> D- Propane Gas	<input type="checkbox"/> F- Tank	<input type="checkbox"/> H- Separate Booster	<input type="checkbox"/> J- Varies per Unit	<input type="checkbox"/> K- Other (See Remarks)

**Electric**

<input type="checkbox"/> A - 110 Volts	<input type="checkbox"/> E - 60 Amps/Less	<input type="checkbox"/> I - Common	<input type="checkbox"/> M - Knob & Tube Wiring	<input type="checkbox"/> W - 400 Amps
<input type="checkbox"/> B - 220 Volts	<input type="checkbox"/> F - 100 Amps	<input type="checkbox"/> J - Individually Metered	<input type="checkbox"/> U - Pre-Wired for Renewables	<input type="checkbox"/> X - EV Charging Station
<input type="checkbox"/> C - Fuses	<input type="checkbox"/> G - 150 Amps	<input type="checkbox"/> K - Varies per Unit	<input type="checkbox"/> V - Ready for Renewables	<input type="checkbox"/> L - Other (See Remarks)
<input type="checkbox"/> D - Circuit Breakers	<input type="checkbox"/> H - 200 Amps			

**Power Production**

**Power Production Type**

Solar PV - Seller Owned  Solar PV - 3rd Party Owned  Wind Turbine - Seller Owned  Wind Turbine - 3rd Party Owned  Unspecified

**\*Annual Power Production**  (kWh)

**\*Annual Power Production Description**  Actual  Estimated  Partially Estimated

**\*Power Production Capacity**  (kW)

**\*Power Production Install Year**

**\*Water Utilities**

<input type="checkbox"/> A- City/Town Water	<input type="checkbox"/> C- Individual Meter	<input type="checkbox"/> G- Shared Well
<input type="checkbox"/> B- Community Well	<input type="checkbox"/> E- Private Water	<input type="checkbox"/> H- Other (See Remarks)

**\*Sewer Utilities**

<input type="checkbox"/> A- City/Town Sewer	<input type="checkbox"/> B- Inspection Required for Sale	<input type="checkbox"/> C- Private Sewerage	<input type="checkbox"/> G- Tight Tank	<input type="checkbox"/> F- Other (See Remarks)
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**\*Title 5**  Pass  Failed  Conditional  Not Done  Buyer's Responsibility  Certificate of Compliance

**Sewage District**

**Energy Features**

<input type="checkbox"/> A- Insulated Windows	<input type="checkbox"/> C- Insulated Doors	<input type="checkbox"/> E- Attic Vent Electric	<input type="checkbox"/> G- Partial	<input type="checkbox"/> I- Varies per Unit
<input type="checkbox"/> B- Storm Windows	<input type="checkbox"/> D- Storm Doors	<input type="checkbox"/> F- Solar Features	<input type="checkbox"/> H- Programmable Thermostat	<input type="checkbox"/> J- Other (See Remarks)

**Flooring**

<input type="checkbox"/> A- Wood	<input type="checkbox"/> E- Wall to Wall Carpet	<input type="checkbox"/> J- Marble	<input type="checkbox"/> N- Particle Board	<input type="checkbox"/> R- Vinyl / VTC
<input type="checkbox"/> B- Plywood	<input type="checkbox"/> F- Concrete	<input type="checkbox"/> K- Bamboo	<input type="checkbox"/> O- Pine	<input type="checkbox"/> S- Wood Laminate
<input type="checkbox"/> C- Tile	<input type="checkbox"/> G- Varies per Unit	<input type="checkbox"/> L- Eucalyptus	<input type="checkbox"/> P- Recycled Wood	<input type="checkbox"/> T- Parquet
<input type="checkbox"/> D- Vinyl	<input type="checkbox"/> I- Laminate	<input type="checkbox"/> M- Hardwood	<input type="checkbox"/> Q- Stone/Slate	<input type="checkbox"/> H- Other (See Remarks)

**Utility Connections**

<input type="checkbox"/> A- for Gas Range	<input type="checkbox"/> C- for Gas Oven	<input type="checkbox"/> E- for Gas Dryer	<input type="checkbox"/> G- Washer Hookup	<input type="checkbox"/> I- Varies per Unit
<input type="checkbox"/> B- for Electric Range	<input type="checkbox"/> D- for Electric Oven	<input type="checkbox"/> F- for Electric Dryer	<input type="checkbox"/> H- Icemaker Connection	<input type="checkbox"/> K- Outdoor Gas Grill Hookup

<p><b>*Lead Paint (Max. of 2)</b></p> <input type="checkbox"/> A- Yes <input type="checkbox"/> C- Certified Treated <input type="checkbox"/> B- None <input type="checkbox"/> D- Unknown	<p><b>Adult Community</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/> Unspecified
<p><b>UFFI</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/> Unspecified	<p><b>Home Warranty Features</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Included <input type="checkbox"/> Unknown <input type="checkbox"/> Unspecified
<p><b>*Seller Disclosure Declaration</b>    <input type="checkbox"/> Yes    <input type="checkbox"/> No</p>	

**Disclosures** (Max. 300 Characters. Please include an additional page if needed.)

**\*\*REMINDER\*\***  
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