

All properties are posted on the Internet unless the MLS Department is notified by the listing broker.

Keywords: Fill in the boxes for each keyword. Shading denotes required entries for Adding a Listing.

MLS Number:

Category: **5 (DUP)**

Listing Date: / / Expiration Date: / / List Price:

Month Day Year Month Day Year

Sales Type: Bank-Owned/Foreclosure Corporate-Owned/Relocation Short Sale Normal Sale Relocation

County: Parcel ID: MLS Map#: Map Coordinate:

Will autofill if property is in public record.

Address:

Number Pre-Direction (N, S, E, W) Street Name Suffix: Pre-Direction (N, S, E, W) Unit #

City: St: Zip Code: Handy Map:

For Appt. Call: - - Listing Agent Code: Co-Listing Agent Code:

Commission: (Only one entry is required)

Commission to Sub-Agent: Commission to Buyer's Agent: Commission to Transaction Broker:

Variable Commission* (Y/N): Listing Type: 1. Exclusive Right to Sell Service Type: 1. Full Service Listing Take Photo: 1. Take Photo (Add'l Charge) 2. No Photo

*A Variable Commission rate exists if the seller has agreed to a lesser amount of gross commission if property is sold by the listing broker or seller. 2. Exclusive Agency 2. Limited Service Listing 3. Entry Only Listing 3. Photo Submitted 4. 9/Int/Ext Photos

Showing Service ID: Virtual Tour Link:

DIRECTIONS (Do Not Enter Contact Info.)	<input type="text"/>
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PROPERTY DESCRIPTION

Second Address#: # of Stories: #Fireplaces:

Carpport/Garage (C or G): # Covered Parking Spaces: Attached/Detached (A or D):

Year Built: Pool: A=Above I=Inground N=None Flood Insurance Required: Termite Contract (Y/N):

Cross Street: Occupancy%: Annual Insurance Expenses:

Unit 1: Monthly Rent Bedrooms: Bedrooms Down:

Full Baths: Half Baths:

Living Room: X Dining Room: X Den/Great Room: X

Master Bedroom: X Bedroom 2: X Bedroom 2: X

Unit 2: Monthly Rent Bedrooms: Bedrooms Down:

Full Baths: Half Baths:

Living Room: X Dining Room: X Den/Great Room: X

Master Bedroom: X Bedroom 2: X Bedroom 3: X

If your listing is to be loaded by MLS Staff, by leaving keywords blank you are authorizing staff to load these keywords with information from MAARdata.

MAARdata Information: Lot Size:

Legal Subdivision:

Annual County Tax: Annual City Tax: Lot #:

REALTOR REMARKS	<input type="text"/>
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PUBLIC REMARKS (Do Not Enter Contact Info.)	<input type="text"/>
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HFS Mag. Ad.: 1. Run Ad Until Cancelled 2. No Ad or Cancel Ad NOTE: Public Remarks will auto-fill Ad with an option to modify.

HFS Overlay (Optional):

Allow Internet Display: (Y/N)

SEE REVERSE SIDE FOR FEATURES

FEATURES: (R)'s denote required feature groups

1. TYPE (R)

- 1. Single Family Conversion
- 2. Built as Duplex
- 3. Other (See REMARKS)

2. STYLE (R)

- 1. Traditional
- 2. Soft Contemporary
- 3. Contemporary
- 4. Colonial
- 5. Williamsburg
- 6. French
- 7. English
- 8. Victorian
- 9. Spanish
- 10. Split Level
- 11. Bungalow
- 12. Ranch
- 13. Other (See REMARKS)

3. UNIT 1 (R)

- 1. Updated/Renovated Kit. - 1
- 2. Step-Saver Kitchen - 1
- 3. Eat-In Kitchen - 1
- 4. Breakfast Bar - 1
- 5. Pantry in Kitchen - 1
- 6. Washer/Dryer Connections in Kitchen - 1
- 7. Separate Living Room - 1
- 8. Separate Dining Room - 1
- 9. Separate Den - 1
- 10. Great Room - 1
- 11. LR/DR Combination - 1
- 12. Dining Area - 1
- 13. Keeping Room/Hearth Room - 1

4. UNIT 2 (R)

- 1. Updated/Renovated Kit. - 2
- 2. Step-Saver Kitchen - 2
- 3. Eat-In Kitchen - 2
- 4. Breakfast Bar - 2
- 5. Pantry in Kitchen - 2
- 6. Washer/Dryer Connections in Kitchen - 2
- 7. Separate Living Room - 2
- 8. Separate Dining Room - 2
- 9. Separate Den - 2
- 10. Great Room - 2
- 11. LR/DR Combination - 2
- 12. Dining Area - 2
- 13. Keeping Room/Hearth Room - 2

5. APPLIANCE/EQUIP.

- 1. Refrigerator
- 2. Ice Maker Combination
- 3. Range / Oven (Built-In)
- 4. Range / Oven (Free Standing)
- 5. Cooktop / Wall Oven
- 6. Disposal
- 7. Dishwasher
- 8. Trash Compactor
- 9. Exhaust Fan / Vent Hood
- 10. Microwave
- 11. Intercom
- 12. Fireplace(s)
- 13. Humidifier
- 14. Smoke Detector(s)
- 15. Separate Ice Maker
- 16. Other (See REMARKS)

6. MISCELLANEOUS INTERIOR

- 1. All Window Treatments
- 2. Exclude Some Window Treatments (See REMARKS)
- 3. Wet Bar
- 4. Separate Ice Maker
- 5. Walk-In Closet(s)
- 6. Cedar Lined Closet(s)
- 7. Permanent Attic Stairs
- 8. Pull Down Attic Stairs
- 9. Attic Access
- 10. Central Vacuum
- 11. Rear Stairs to Playroom
- 12. Sky Light(s)
- 13. Mud Room
- 14. Power / Dressing Room
- 15. Cat / Dog Free House
- 16. Handicap Design (32" Minimum Doors)

6. MISCELLANEOUS INTERIOR (Continued)

- TELEVISION
- 17. Cable Wired
- 18. Cable Available
- 19. Cable Not Available
- 20. Satellite Dish
- 21. External Rotary Antenna
- 22. Unknown

7. FLOORS/CEILINGS (R)

- 1. Hardwood Throughout
- 2. Wall to Wall Carpet
- 3. Part Hardwood
- 4. Wood Laminate Floors
- 5. Part Carpet
- 6. Tile
- 7. Slate
- 8. Marble/Terrazzo
- 9. Vinyl Floor
- 10. Brick Floor
- 11. Parquet Floor
- 12. Concrete Floor
- 13. Smooth Ceiling
- 14. Sprayed Ceiling
- 15. Textured Ceiling
- 16. 9+ Ft. Ceiling or More
- 17. Vaulted/Coffered/Tray Ceiling
- 18. Two Story Foyer
- 19. Other (See REMARKS)

8. HANDICAP DESIGN

- 1. Wide Doors (32" Minimum)
- 2. Accessible Fixtures
- 3. Ramp
- 4. Grab Bars
- 5. Wheelchair Mobility
- 6. Other (See REMARKS)



9. HISTORIC DISTRICT

- 1. Annesdale Park Historic Preservation (HP) District
- 2. Annesdale-Snowden HP District
- 3. Central Gardens Historic Conservation (HC) District
- 4. Collins Chapel HP District
- 5. Cotton Row HP District
- 6. Evergreen HC District
- 7. Gayoso-Peabody HP District
- 8. Glenview HP District
- 9. Maxwellton HP District
- 10. South Main Street HP District
- 11. Victorian Village
- 12. Lea's Woods HC District

10. HEATING (R)

- 1. Central
- 2. Gas
- 3. Electric
- 4. Heat Pump
- 5. Solar
- 6. Hot Water
- 7. Floor Furnace
- 8. Baseboard
- 9. Heat Wall
- 10. Space Heater
- 11. Bottle Gas
- 12. Individual Heat
- 13. House Heat
- 14. Other (See REMARKS)

11. COOLING (R)

- 1. Central
- 2. Gas
- 3. Electric
- 4. Bottle Gas
- 5. 1 Window Unit per Unit
- 6. 2 Window Units per Unit
- 7. Attic Fan
- 8. 220 Wiring
- 9. None
- 10. Evaporative
- 11. Heat Pump

TYPE SYSTEMS

- 12. Individual Cooling
- 13. House Cooling
- 14. Other (See REMARKS)

12. HOT WATER (R)

- 1. Electric
- 2. Gas
- 3. Bottled Gas
- 4. Solar
- 5. Individual System
- 6. House System
- 7. Other (See REMARKS)

13. ROOF

- 1. Composition Shingles
- 2. Wood/Shake
- 3. Tile/Slate
- 4. Built-Up/Flat
- 5. Other (See REMARKS)

14. FOUNDATION

- 1. Slab
- 2. Conventional
- 3. Full Basement
- 4. Partial Basement
- 5. Walk-Out Basement
- 6. Other (See REMARKS)

15. EXTERIOR/WINDOWS (R)

- 1. Brick Veneer
- 2. Wood/Composition
- 3. Aluminum Steel Siding
- 4. Vinyl Siding
- 5. Stone
- 6. Stucco
- 7. Synthetic Stucco
- WINDOWS/DOORS**
- 8. Wood Window(s)
- 9. Aluminum Window(s)
- 10. Double Pane Window(s)
- 11. Storm Window(s)
- 12. Casement Window(s)
- 13. Storm Door(s)
- 14. Steel Insulated Door(s)
- 15. Other (See REMARKS)

16. PARKING (R)

- 1. Driveway/Pad
- 2. Circular Drive
- 3. Storage Room(s)
- 4. Workshop(s)
- 5. Garage Door Opener(s)
- 6. Front-Load Garage
- 7. Back-Load Garage
- 8. Side-Load Garage
- 9. Street Parking Only
- 10. Other (See REMARKS)

17. LOT DESCRIPTION (R)

- 1. Wooded
- 2. Some trees
- 3. Level
- 4. Lake/Pond on Property
- 5. Lake/Pond Frontage
- 6. Golf Course Frontage
- 7. Cove
- 8. Corner
- 9. Landscaped
- 10. Professional Landscaped
- FENCE**
- 11. Wood Fenced
- 12. Chain Fenced
- 13. Brick/Stone Fenced
- 14. Other (See REMARKS)

18. MISC. EXTERIOR

- 1. Porch
- 2. Screen Porch
- 3. Patio
- 4. Deck
- 5. Gazebo
- 6. Pool House
- 7. Hot Tub
- 8. Sauna
- 9. Tennis Court
- 10. Barn/Stable
- 11. Auto Lawn Sprinkler
- 12. Pool Cleaning Equipment
- 13. Pool Heater
- 14. Gas Grill
- 15. B-B-Q Pit
- 16. Dog Run
- 17. Storage Building
- 18. Sep. Meters
- 19. Cat / Dog Free House
- 20. Historic District
- 21. Other (See REMARKS)

19. APPROX. SQ. FOOTAGE OF HEATED LIVING AREA UNIT 1 (R)

- 1. Not Available
- 2. 0-999
- 3. 1000-1199
- 4. 1200-1399
- 5. 1400-1599
- 6. 1600-1799
- 7. 1800-1999
- 8. 2000-2199
- 9. 2200-2399
- 10. 2400-2599
- 11. 2600-2799
- 12. 2800-2999
- 13. 3000-3499
- 14. 3500-3999
- 15. 4000 or more

20. APPROX. SQ. FOOTAGE OF HEATED LIVING AREA UNIT 2 (R)

- 1. Not Available
- 2. 0-999
- 3. 1000-1199
- 4. 1200-1399
- 5. 1400-1599
- 6. 1600-1799
- 7. 1800-1999
- 8. 2000-2199
- 9. 2200-2399
- 10. 2400-2599
- 11. 2600-2799
- 12. 2800-2999
- 13. 3000-3499
- 14. 3500-3999
- 15. 4000 or more

21. APPROX. SQ. FOOTAGE OF ENTIRE DUPLEX (R)

- 1. Not Available
- 2. 0-999
- 3. 1000-1199
- 4. 1200-1399
- 5. 1400-1599
- 6. 1600-1799
- 7. 1800-1999
- 8. 2000-2199
- 9. 2200-2399
- 10. 2400-2599
- 11. 2600-2799
- 12. 2800-2999
- 13. 3000-3499
- 14. 3200-3399
- 15. 3400-3599
- 16. 3600-3799
- 17. 3800-3999
- 18. 4000-4499
- 19. 4500-4999
- 20. 5000-5499
- 21. 5500+

22. TENANTS PAY

- 1. All Utilities
- 2. Some Utilities
- 3. Heating
- 4. Gas
- 5. Electric
- 6. Water/Sewer
- 7. Trash Collection
- 8. Lawn Maintenance
- 9. Other (See REMARKS)

23. TYPE OF LEASES (R)

- 1. None
- 2. Daily
- 3. Weekly
- 4. Monthly
- 5. 6 Month
- 6. Year
- 7. Subsidizing Rents
- 8. Other (Call LA)

24. NEW FINANCING (R)

- 1. Conventional
- 2. FHA
- 3. Assumption
- 4. VA
- 5. Owner
- 6. Lease to Purchase
- 7. Other (See REMARKS)

25. WARRANTY/POSSESSION REQUIRED ADDENDUMS (R)

- 1. Possession by Agreement
- 2. Possession at Closing
- 3. Tenants Rights
- 4. Extended Warranty/10 Years
- 5. 1 Year Builder's Warranty
- 6. 1 Year Home Warranty
- 7. Other Warranty
- 8. Special Contract Addendum Required - Call Listing Agent
- 9. Equitable Interest Ownership (Call LA)
- 10. Listing Agent to Hold Earnest Money

26. SHOWING INSTRUCTIONS (R)

- 1. Open Key Box - Call After Showing
- 2. Closed Key Box
- 3. Key in Office
- 4. Appointment Only
- 5. Call Listing Agent
- 6. Call Appointment Secretary
- 7. Listing Agent Must Meet
- 8. Occupied by Owner
- 9. Tenants
- 10. Warning - Pets**
- 11. No Sign
- 12. On-Site Sales Office
- 13. New Home - Open Daily
- 14. Advance Notice Required
- 15. Preclude (Forbid) Showing and Direct Negotiations With The Seller
- 16. Other (See REMARKS)

PENDING INFORMATION:

Pending Contract Date:
 / /
 Month Day Year

Closing Date: / /
 Month Day Year

Sale Price:

Terms of Sale:
 (FHA, VA, Conv, Assum, Cash, Owner)

Down Payment Assistance (Y/N): Selling Agent Code:

Co-Selling Agent Code:

Dollar Amount of Seller Contribution (Including Discount Points):

Sold Square Feet: