

• Indicates Required information () Indicates Maximum Choice

LISTING #

ADDRESS

• **County** _____ • **City** _____ • **ZIP Code** _____ + 4

• **Area** _____ • **Community/District** _____

• **Street # (HSN)** _____ **Modifier** _____ **Direction** _____ • **Street Name** _____

Suffix _____ **Post Direction** _____ **Unit #** _____

LISTING

\$ _____

• **Listing Price** _____ • **Listing Date** _____ • **Expiration Date** _____ • **Tax ID#** _____ • **Preliminary Title Ordered** _____

LOCATION

• **Lot Number** _____ • **Block** _____ • **Plat/Subdivision/Building Name** _____

• **MAP BOOK** _____ • **Map Page** _____ • **Top Map Coord.** _____ • **Side Map Coord.** _____

PROPERTY INFORMATION

• **Prohibit Blogging** _____ • **Allow Automated Valuation** _____ • **Show Map Link** _____ • **Internet Advertising** _____ • **Show Address to Public** _____

• **SOC (Selling Office Com.)** _____ **Selling Office Commission Comments (40 characters maximum)** _____

• **Year Built** _____ • **ASF - Total (Square)** _____ • **Lot Size (Square Feet)** _____ • **Virtual Tour URL (Please included http://)** _____

BROKER INFORMATION

• **LAG** _____ **Broker Name and Phone** _____ **Listing Firm - ID#** _____ **Firm Name and Phone** _____
Listing Broker ID#

Co Broker - ID# _____ **CO Broker Name and Phone** _____ **Co Firm - ID#** _____ **Co Firm Name and Phone** _____

LISTING INFORMATION

\$ _____

Annual Assoc. Dues _____ • **Form 17** _____ **Zoning Jurisdiction** _____

• **Showing Information (10)** Appointment Call Listing Office Day Sleeper Gate Code Needed MLS Keybox Other Keybox Owner-Call First

Pet in House Power Off Renter-Call First Security System See Remarks Vacant

• **Potential Terms (10)** Assumable Cash Out Conventional Farm Home Loan FHA Lease/Purchase Owner Financing

Rehab Loan See Remarks State Bond USDA VA

• **Possession (3)** Closing See Remarks Negotiable Sub. Tenant's Rights

• **General Zoning Class. (6)** Agricultural Business Commercial Farm & Ranch Forestry Industrial Industrial-Light

Multi-Family Office Residential Retail See Remarks

Right of First Refusal _____

• **Total Rentable SqFt.** _____ • **No. Stories in Bldg** _____

• **Units Below Grade** _____

Total No. of Units _____

SCHOOL & OWNER INFO.

• **School District** _____ (See Code List) **Elementary School** _____ **Junior High/Middle School** _____ **Senior High School** _____

Water Company _____ **Power Company** _____ **Sewer Company** _____

• **Water Source (3)** Community Individual Well Private Public See Remarks Shared Well Shares

• **Owner's Name** _____ • **Owner's Phone** _____ • **Owner's City and State** _____ • **Bank Owned/REO** _____

Occupant's Name _____ • **Occupant Type** _____ • **Phone to Show** _____ • **3rd Party Approval Required (2)** None Short Sale Other-See Remarks

INITIALS: _____

Seller _____ Date _____ Seller _____ Date _____ Broker _____ Date _____

SITE INFORMATION Listing Address: _____ LAG # _____

Lot Details (7) <input type="checkbox"/> Alley <input type="checkbox"/> Comm. Golf Course <input type="checkbox"/> Corner Lot <input type="checkbox"/> Cul-de-sac <input type="checkbox"/> Curbs <input type="checkbox"/> Dead End Street <input type="checkbox"/> High Voltage Line Lot Dimensions (Feet) _____	<input type="checkbox"/> Open Space <input type="checkbox"/> Paved Street <input type="checkbox"/> Secluded <input type="checkbox"/> Sidewalk <input type="checkbox"/> Value in Land Pool _____	Waterfront (5) <input type="checkbox"/> Bank-High <input type="checkbox"/> Bank-Low <input type="checkbox"/> Bank Medium <input type="checkbox"/> Bay <input type="checkbox"/> Bulkhead <input type="checkbox"/> Canal <input type="checkbox"/> Creek <input type="checkbox"/> Jetty View (6) <input type="checkbox"/> Bay <input type="checkbox"/> Canal <input type="checkbox"/> City <input type="checkbox"/> Golf Course <input type="checkbox"/> Jetty <input type="checkbox"/> Lake <input type="checkbox"/> Mountain <input type="checkbox"/> Ocean <input type="checkbox"/> Partial <input type="checkbox"/> River <input type="checkbox"/> See Remarks <input type="checkbox"/> Sound <input type="checkbox"/> Strait <input type="checkbox"/> Territorial	Site Features (14) <input type="checkbox"/> Arena-Indoor <input type="checkbox"/> Arena-Outdoor <input type="checkbox"/> Athletic Court <input type="checkbox"/> Barn <input type="checkbox"/> Boat House <input type="checkbox"/> Cabana/Gazebo <input type="checkbox"/> Cable TV <input type="checkbox"/> Deck <input type="checkbox"/> Disabled Access <input type="checkbox"/> Dock <input type="checkbox"/> Dog Run <input type="checkbox"/> Fenced-Fully <input type="checkbox"/> Fenced-Partially <input type="checkbox"/> Gas Available <input type="checkbox"/> Gated Entry <input type="checkbox"/> Green House <input type="checkbox"/> High Speed Internet <input type="checkbox"/> Hot Tub/Spa <input type="checkbox"/> Outbuildings <input type="checkbox"/> Patio <input type="checkbox"/> Propane <input type="checkbox"/> RV Parking <input type="checkbox"/> Shop <input type="checkbox"/> Sprinkler <input type="checkbox"/> Stable Aprvd # of Bedrooms _____	No. of Carport Spaces _____ Total No. of Parking Spaces _____
No. of Garage Spaces _____		No. of Uncovered Spaces _____		No. of Carport Spaces _____

BUILDING INFORMATION

New Construction _____ Building Condition _____	New Construction State _____ Roof (3) <input type="checkbox"/> Built-up <input type="checkbox"/> Cedar Shake <input type="checkbox"/> Composition <input type="checkbox"/> Flat <input type="checkbox"/> Green (Living) <input type="checkbox"/> Metal <input type="checkbox"/> See Remarks <input type="checkbox"/> Tile <input type="checkbox"/> Torch Down	Style Code _____ Foundation (3) <input type="checkbox"/> Concrete Block <input type="checkbox"/> Concrete Ribbon <input type="checkbox"/> Post & Block <input type="checkbox"/> Post & Pillar <input type="checkbox"/> Poured Concrete <input type="checkbox"/> See Remarks <input type="checkbox"/> Slab <input type="checkbox"/> Tie down Exterior (4) <input type="checkbox"/> Brick <input type="checkbox"/> Cement Planked <input type="checkbox"/> Cement/Concrete <input type="checkbox"/> Log <input type="checkbox"/> Metal/Vinyl <input type="checkbox"/> See Remarks <input type="checkbox"/> Stone <input type="checkbox"/> Stucco <input type="checkbox"/> Wood <input type="checkbox"/> Wood Products
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GREEN BUILDING INFO

Green Certification (4) <input type="checkbox"/> Built Green™ <input type="checkbox"/> LEED™ <input type="checkbox"/> Northwest ENERGY STAR® <input type="checkbox"/> Other - See Remarks	Built Green™ _____	LEED™ _____	Northwest ENERGY STAR® _____
Construction Methods (2) <input type="checkbox"/> Advanced Wall <input type="checkbox"/> Double Wall <input type="checkbox"/> Ins. Concrete Form (ICF) <input type="checkbox"/> Post & Beam <input type="checkbox"/> Standard Frame <input type="checkbox"/> Steel & Concrete <input type="checkbox"/> Strawbale <input type="checkbox"/> Structural Ins. Panel (SIPs) <input type="checkbox"/> Tilt-up	EPS Energy Score (0-99,999kWh) _____	HERS Index Score (0-150) _____	

INTERIOR FEATURES

Energy Source (6) <input type="checkbox"/> Electric <input type="checkbox"/> Geothermal <input type="checkbox"/> Ground Source <input type="checkbox"/> Natural Gas <input type="checkbox"/> Oil <input type="checkbox"/> Pellet <input type="checkbox"/> Propane <input type="checkbox"/> See Remarks <input type="checkbox"/> Solar Hot Water <input type="checkbox"/> Solar PV <input type="checkbox"/> Wood	Heating/Cooling (8) <input type="checkbox"/> 90%+ High Efficiency <input type="checkbox"/> Baseboard <input type="checkbox"/> Central A/C <input type="checkbox"/> Ductless HP-Mini Split <input type="checkbox"/> Forced Air <input type="checkbox"/> Heat Pump <input type="checkbox"/> HEPA Air Filtration <input type="checkbox"/> Hot Water Recirc Pump <input type="checkbox"/> HRV/ERV System <input type="checkbox"/> Insert <input type="checkbox"/> Radiant <input type="checkbox"/> Radiator <input type="checkbox"/> Stove/Free Standing <input type="checkbox"/> Tankless Water Heater <input type="checkbox"/> Wall	Floor Covering (5) <input type="checkbox"/> Ceramic Tile <input type="checkbox"/> Concrete <input type="checkbox"/> Fir/Softwood <input type="checkbox"/> Hardwood <input type="checkbox"/> Laminate Hardwood <input type="checkbox"/> Laminate Tile <input type="checkbox"/> See Remarks <input type="checkbox"/> Slate <input type="checkbox"/> Vinyl <input type="checkbox"/> Wall to Wall Carpet
Amenities (10) <input type="checkbox"/> Basement <input type="checkbox"/> Clubhouse <input type="checkbox"/> Coin Op Laundry <input type="checkbox"/> Elevator <input type="checkbox"/> Energy Package <input type="checkbox"/> Fire Sprinklers <input type="checkbox"/> Playground <input type="checkbox"/> Storage <input type="checkbox"/> Thermal Windows <input type="checkbox"/> See Remarks	Leased Items(4) <input type="checkbox"/> Furnace/Burner <input type="checkbox"/> Security System <input type="checkbox"/> Washer/Dryer <input type="checkbox"/> Water Tank <input type="checkbox"/> None	

INITIALS: Seller _____ Date _____ Seller _____ Date _____ Broker _____ Date _____

FINANCIAL INFORMATION		Listing Address:	LAG #
• Tax Expenses	\$ _____	• Gross Scheduled Income	\$ _____
• Insurance Expenses	\$ _____	• Vacancy Rate	_____ %
• Water/Sewage/Garbage	\$ _____	• Gross Adjusted Income	\$ _____
• Electrical Expenses	\$ _____	• Net Operating Income	\$ _____
• Heating Expenses	\$ _____	• Cap Rate (NOI div by LP)	_____ %
• Other Expenses	\$ _____	• Gross Rent Multiplier	_____ % (LP div by GSI)
• Total Expenses	\$ _____		

UNIT INFORMATION			
• UN1 Unit 1 #	_____	UN3 Unit 3 #	_____
• BR1 Unit 1 Beds	_____	BR3 Unit 3 Beds	_____
• BA1 Unit 1 Bathrooms	_____	BA3 Unit 3 Bathrooms	_____
• RO1 Range/Oven (Y/N)	_____	RO3 Range/Oven (Y/N)	_____
• FG1 Refrigerator (Y/N)	_____	FG3 Refrigerator (Y/N)	_____
• DW1 Dishwasher (Y/N)	_____	DW3 Dishwasher (Y/N)	_____
• WD1 Washer/Dryer (Y/N)	_____	WD3 Washer/Dryer (Y/N)	_____
• FP1 # of Fireplaces	_____	FP3 # of Fireplaces	_____
• SF1 Approx. Sq Ft	_____	SF3 Approx. Sq Ft	_____
• RN1 Monthly Rent	\$ _____	RN3 Monthly Rent	\$ _____
UN2 Unit 2 #	_____	UN4 Unit 4 #	_____
BR2 Unit 2 Beds	_____	BR4 Unit 4 Beds	_____
BA2 Unit 2 Bathrooms	_____	BA4 Unit 4 Bathrooms	_____
RO2 Range/Oven (Y/N)	_____	RO4 Range/Oven (Y/N)	_____
FG2 Refrigerator (Y/N)	_____	FG4 Refrigerator (Y/N)	_____
DW2 Dishwasher (Y/N)	_____	DW4 Dishwasher (Y/N)	_____
WD2 Washer/Dryer (Y/N)	_____	WD4 Washer/Dryer (Y/N)	_____
FP2 # of Fireplaces	_____	FP4 # of Fireplaces	_____
SF2 Approx. Sq Ft	_____	SF4 Approx. Sq Ft	_____
RN2 Monthly Rent	\$ _____	RN4 Monthly Rent	\$ _____
UN5 Unit 5 #	_____	UN6 Unit 6 #	_____
BR5 Unit 5 Beds	_____	BR6 Unit 6 Beds	_____
BA5 Unit 5 Bathrooms	_____	BA6 Unit 6 Bathrooms	_____
RO5 Range/Oven (Y/N)	_____	RO6 Range/Oven (Y/N)	_____
FG5 Refrigerator (Y/N)	_____	FG6 Refrigerator (Y/N)	_____
DW5 Dishwasher (Y/N)	_____	DW6 Dishwasher (Y/N)	_____
WD5 Washer/Dryer (Y/N)	_____	WD6 Washer/Dryer (Y/N)	_____
FP5 # of Fireplaces	_____	FP6 # of Fireplaces	_____
SF5 Approx. Sq Ft	_____	SF6 Approx. Sq Ft	_____
RN5 Monthly Rent	\$ _____	RN6 Monthly Rent	\$ _____
• AIN Addl Monthly Income \$ _____			
• TIN Total Monthly Income \$ _____			

Listing Address:

LAG #

REMARKS

Marketing Remarks. CAUTION! The comments you make in the following lines are limited to descriptions of the land and improvements only. These remarks will appear in the client handouts and websites. (500)

Confidential Broker-Only Remarks. Comments in this category are for broker's use only. (250)

• **Driving Directions to Property** (200)

INITIALS:

Seller

Date

Seller

Date

Broker

Date