



ADDRESS INFORMATION TAB			
<b>Location Information</b>			
<b>Street Number</b>	<b>*Direction Pfx</b>	<b>*Street Name</b>	
	<input type="checkbox"/> North <input type="checkbox"/> North East <input type="checkbox"/> East <input type="checkbox"/> South East <input type="checkbox"/> South <input type="checkbox"/> South West <input type="checkbox"/> West <input type="checkbox"/> North West	<b>*Street Type</b> <input type="checkbox"/> Street <input type="checkbox"/> Boulevard <input type="checkbox"/> Road <input type="checkbox"/> Court <input type="checkbox"/> Drive <input type="checkbox"/> Expressway <input type="checkbox"/> Place <input type="checkbox"/> Parkway <input type="checkbox"/> Avenue <input type="checkbox"/> Square <input type="checkbox"/> Alley <input type="checkbox"/> Turnpike	<b>Unit #</b>
	<b>*County</b>	<b>*City</b>	
<b>Community</b>		<b>*State</b>	<b>*Zip</b> <b>Zip + 4</b>
<b>*Legal Addition</b>		<b>*Lot</b>	<b>*Block</b>
<b>Section</b>		<b>Township</b>	<b>Range</b> <b>*Assessors Account #</b>
<b>*Legal Description</b>			( # unavailable? Enter the Street#StreetName w/out spaces, For Example: 123MainSt )
<b>Listing Information</b>			
<b>*List Price</b>		<b>*List Type</b> <input type="checkbox"/> Exclusive Right to Sell <input type="checkbox"/> Exclusive Representation	<b>*List Date</b>
<b>*Property Sub Type</b> <input type="checkbox"/> Acreage <input type="checkbox"/> Farm/Ranch <input type="checkbox"/> Lot			<b>*Expire Date</b>
<b>Directions</b>			
This public field is used for directions only. Website / Map URL links are not permitted.			
<b>*Latitude</b>		<b>*Longitude</b>	

GENERAL INFORMATION TAB													
<b>General Information</b>													
<b># Acres</b>		<b>Land SqFt</b>		<b>Other Acres</b>				<b>Fence</b>					
<b>Min SqFt</b>		<b>Min SqFt Source</b>		<b>*Existing House</b>		<b>*Subdivide</b>		<b>Flood Plain</b>	<b>Fenced</b>				
		<input type="checkbox"/> Courthouse <input type="checkbox"/> Plat		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No				
<b>Roof</b>			<b>House Description</b>			<b>*Zoning</b>							
<input type="checkbox"/> Architectural Shingle <input type="checkbox"/> Composition <input type="checkbox"/> Heavy Comp <input type="checkbox"/> Living Roof <input type="checkbox"/> Mansard <input type="checkbox"/> Metal <input type="checkbox"/> Radiant Barrier			<input type="checkbox"/> Shake <input type="checkbox"/> Slate <input type="checkbox"/> Tar & Gravel <input type="checkbox"/> Tile <input type="checkbox"/> Wood <input type="checkbox"/> Other <input type="checkbox"/> _____			<input type="checkbox"/> Agriculture <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Mobile Home Park <input type="checkbox"/> Multi-Family		<input type="checkbox"/> PUD <input type="checkbox"/> Residential <input type="checkbox"/> None <input type="checkbox"/> Other		<input type="checkbox"/> Chain, All <input type="checkbox"/> Chain, Part <input type="checkbox"/> Wood, All <input type="checkbox"/> Wood, Part <input type="checkbox"/> Combination <input type="checkbox"/> Cross Fenced <input type="checkbox"/> Masonry <input type="checkbox"/> Metal <input type="checkbox"/> Vinyl <input type="checkbox"/> Wire <input type="checkbox"/> Wrought Iron <input type="checkbox"/> Other			
<b>Documents</b>		<b>Topology</b>	<b>Surveys</b>		<b>*Mineral Rights</b>		<b>*Mobile Home Allowed</b>						
			<input type="checkbox"/> N/A <input type="checkbox"/> No <input type="checkbox"/> Yes		<input type="checkbox"/> Yes <input type="checkbox"/> No								
<b>Misc Features</b>			<b>Builder Design</b>			<b>*Lot Description</b>		<b>Soil type</b>	<b>Additional Water</b>	<b>*Easements</b>			
<input type="checkbox"/> Arena <input type="checkbox"/> Barn <input type="checkbox"/> Creek <input type="checkbox"/> Curb and Gutters <input type="checkbox"/> Dimension <input type="checkbox"/> Fenced Property <input type="checkbox"/> Grain Bin <input type="checkbox"/> Greenhouse <input type="checkbox"/> Heavily Wooded <input type="checkbox"/> Hog Pen <input type="checkbox"/> Lake <input type="checkbox"/> Landing Strip <input type="checkbox"/> Partially Wooded			<input type="checkbox"/> Pond <input type="checkbox"/> River <input type="checkbox"/> Shop <input type="checkbox"/> Sidewalk <input type="checkbox"/> Silo <input type="checkbox"/> Stable <input type="checkbox"/> Storage <input type="checkbox"/> Storm Drain <input type="checkbox"/> Stream <input type="checkbox"/> Wellhouse <input type="checkbox"/> Workshop <input type="checkbox"/> Other			<input type="checkbox"/> A-Frame <input type="checkbox"/> Bungalow <input type="checkbox"/> Cape Cod <input type="checkbox"/> Colonial <input type="checkbox"/> Contemporary <input type="checkbox"/> Dallas <input type="checkbox"/> French <input type="checkbox"/> Mediterranean <input type="checkbox"/> Old English / Tudor <input type="checkbox"/> Ranch <input type="checkbox"/> Santa Fe <input type="checkbox"/> Other			<input type="checkbox"/> Campus Area <input type="checkbox"/> Corner <input type="checkbox"/> Creek <input type="checkbox"/> Cul-de-Sac <input type="checkbox"/> Green Belt <input type="checkbox"/> Golf Course <input type="checkbox"/> Infill <input type="checkbox"/> Interior <input type="checkbox"/> Pasture / Ranch <input type="checkbox"/> Rural <input type="checkbox"/> Riverfront <input type="checkbox"/> Section Line <input type="checkbox"/> Wooded <input type="checkbox"/> Waterview <input type="checkbox"/> Zero Lot Line		<input type="checkbox"/> Clay <input type="checkbox"/> Lime <input type="checkbox"/> Loamy <input type="checkbox"/> Mixed <input type="checkbox"/> Sandy <input type="checkbox"/> Shale	<input type="checkbox"/> Irrigation <input type="checkbox"/> Lake <input type="checkbox"/> Pond <input type="checkbox"/> River	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>School Information</b>													
<b>*School District</b>		<b>*Elementary School</b>		<b>*Junior High School</b>			<b>*High School</b>						
<b>Association Fee (Annual)</b>		<b>Associated Fee Includes</b>											
		<input type="checkbox"/> All Utilities <input type="checkbox"/> Garbage Service <input type="checkbox"/> Gated Entry											
		<input type="checkbox"/> Greenbelt <input type="checkbox"/> Insurance <input type="checkbox"/> Maintenance		<input type="checkbox"/> Partial Utilities <input type="checkbox"/> Pool <input type="checkbox"/> Rec Facility			<input type="checkbox"/> Security Service <input type="checkbox"/> Taxes <input type="checkbox"/> Taxes & Insurance						
<b>Remarks</b>													
<b>PUBLIC REMARKS - PROPERTY DESCRIPTION ( 1000 Characters )</b>													
<p>This public field is used describe the subject property only.</p>													
<b>PRIVATE REMARKS – REALTOR REMARKS ( 200 Characters )</b>													

This private field is used for Realtor to Realtor communication only.

### ADDITIONAL INFORMATION TAB

#### FARM INFORMATION

<b>Farm Description</b> <input type="checkbox"/> Combination <input type="checkbox"/> Dairy <input type="checkbox"/> Grain <input type="checkbox"/> Horse Livestock <input type="checkbox"/> Pasture	<b>Equipment Included?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b># Barns</b>	<b>Barn Description</b> <input type="checkbox"/> Box Stall <input type="checkbox"/> Equipment <input type="checkbox"/> Hay <input type="checkbox"/> Horse <input type="checkbox"/> Livestock <input type="checkbox"/> Milk
---	---	----------------	--

#### UTILITY INFORMATION

<b>Water</b> <input type="checkbox"/> With Easement <input type="checkbox"/> Within 1000 Feet <input type="checkbox"/> Public <input type="checkbox"/> Well, at site with pump <input type="checkbox"/> Rural <input type="checkbox"/> Well, at site no pump	<b>Sewer</b> <input type="checkbox"/> Aerobic <input type="checkbox"/> Public <input type="checkbox"/> Septic Tank <input type="checkbox"/> Within 1000 Feet	<b>Electric</b> <input type="checkbox"/> Public <input type="checkbox"/> Rural <input type="checkbox"/> Within 1000 Feet	<b>Gas</b> <input type="checkbox"/> Bottled <input type="checkbox"/> Public <input type="checkbox"/> Within 1000 Feet
--	--	---	--

<b>Garbage</b> <input type="checkbox"/> Other <input type="checkbox"/> Public <input type="checkbox"/> Rural	<b>*Phone Service</b> <input type="checkbox"/> Aerobic <input type="checkbox"/> Public <input type="checkbox"/> Septic Tank <input type="checkbox"/> Within 1000 Feet		
---	---	--	--

#### ACCESS INFORMATION

<b>Frontage Feet</b>	<b>Road Surface</b> <input type="checkbox"/> Blacktop <input type="checkbox"/> Chip & Oil <input type="checkbox"/> Concrete <input type="checkbox"/> Dirt Clay <input type="checkbox"/> Gravel	<b>Road Access</b> <input type="checkbox"/> Private <input type="checkbox"/> Public	<b>Road Maintenance</b> <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Private <input type="checkbox"/> State
----------------------	---	---	--

#### LISTING OFFICE & FINANCIAL INFORMATION

##### Agent & Office Information

<b>*List Agent MLS ID</b>	<b>*Agent Name</b>	<b>*Office name</b>
	<b>*Phone</b>	<b>*Phone</b>
	<b>*Email</b>	

Co Agent MLS ID		Agent Name		Office name	
		Phone		Phone	
		Email			
<b>Compensation and Showing Information</b>					
*Var / Dual Rate <input type="checkbox"/> Yes <input type="checkbox"/> No		*Comp to S / B ( % or \$ , Greater than 0 ) Example: 3.0% or \$1500 <input type="checkbox"/> _____ % or <input type="checkbox"/> \$ _____		Bonus to S / B	
*Occupied <input type="checkbox"/> Yes <input type="checkbox"/> No		*Showings <input type="checkbox"/> Anytime <input type="checkbox"/> Listor Appointment <input type="checkbox"/> Listor Show <input type="checkbox"/> Anytime <input type="checkbox"/> Office Appointment <input type="checkbox"/> Office Show <input type="checkbox"/> Showing Assist		*Service Type <input type="checkbox"/> Entry Only <input type="checkbox"/> Limited Service <input type="checkbox"/> Not Applicable	
*Lockbox <input type="checkbox"/> Combination <input type="checkbox"/> HUD <input type="checkbox"/> MLS Key <input type="checkbox"/> None <input type="checkbox"/> Office <input type="checkbox"/> Restricted					
*Secure Showing Instructions ( 255 Characters )					
*Internet Listing <input type="checkbox"/> Yes <input type="checkbox"/> No		*Internet Address Display <input type="checkbox"/> Yes <input type="checkbox"/> No		*Internet AVM Display <input type="checkbox"/> Yes <input type="checkbox"/> No	
*Third Party Comments <input type="checkbox"/> Yes <input type="checkbox"/> No					
<b>FINANCIAL INFORMATION</b>					
*Tax Amount \$ _____		*Assumable <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown		*Loan Qualify <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown <input type="checkbox"/> Does not apply	
*Homestead <input type="checkbox"/> Yes <input type="checkbox"/> No					
*Terms of Sale <input type="checkbox"/> As is Condition <input type="checkbox"/> Cash Only <input type="checkbox"/> Sell FHA or VA <input type="checkbox"/> Lease or Sell <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Sell VA <input type="checkbox"/> Seller will Finance <input type="checkbox"/> Special Financing <input type="checkbox"/> Will Trade		*Conditions Affecting Sale <input type="checkbox"/> Backups Wanted <input type="checkbox"/> Contingency <input type="checkbox"/> Corporate Approval <input type="checkbox"/> Court Approval <input type="checkbox"/> Kickout Clause <input type="checkbox"/> Leased None <input type="checkbox"/> Lender Approval / Short Sale <input type="checkbox"/> None <input type="checkbox"/> Owner Associate <input type="checkbox"/> REO / Bank Owned <input type="checkbox"/> Reserved Buyer		*Disclosure <input type="checkbox"/> Disclaimer <input type="checkbox"/> Exempt <input type="checkbox"/> No <input type="checkbox"/> Yes	
Appraiser Name					
Appraiser Phone Number					
<b>OFFICE DATA SHEET</b>					
*List/Co List Agent		*List/Co List Agent		MLS #	
*Address		*List Date		*Expire Date	
<input type="checkbox"/> Active Date					
*Seller Name		*Phone		*Email	
<input type="checkbox"/> Pending Date					
*Seller Name		*Phone		*Email	
<input type="checkbox"/> Sold Date					

Required fields are denoted with a red asterisk (\*)

* Inspections	*Phone	*Email	<input type="checkbox"/> Inspections
* Appraiser	*Phone	*Email	<input type="checkbox"/> Appraisal
* Lender	*Phone	*Email	<input type="checkbox"/> Lender
*	*Phone	*Email	<input type="checkbox"/> Final Walkthrough
*	*Phone	*Email	<input type="checkbox"/> Closing
			<input type="checkbox"/> Sign / Lockbox Removal

County / City / Area / Tract

*County	*City
---------	-------

TAX/APN

Notes: