

• 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** _____

• **Offers (1)**
 Seller intends to review offers upon receipt
 Seller to review offers on Offer Review Date (may review/accept sooner)

Offer Review Date _____ **FIRPTA withholding required?** _____
(required if 2nd "Offers" option is selected)

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** _____ **Effective Year Built** _____ **Effective Year Built Source** _____

ASF - Total (Square Feet) _____ • **Lot Size (Square Feet)** _____ • **Lot Size Source** _____

Virtual Tour URL (Please include 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** _____ **Right of First Refusal** _____

• **Showing Information (10)**
 Appointment Pet in House
 Call Listing Office Power Off
 Day Sleeper Renter-Call First
 Gate Code Needed Security System
 MLS Keybox See Remarks
 Other Keybox Vacant
 Owner-Call First

• **Potential Terms (10)**
 Assumable Rehab Loan
 Cash Out See Remarks
 Conventional State Bond
 Farm Home Loan USDA
 FHA VA
 Lease/Purchase
 Owner Financing

General Zoning Class. (6)
 Agricultural Multi-Family
 Business Office
 Commercial Residential
 Farm & Ranch Retail
 Forestry See
 Industrial Remarks
 Industrial-Light

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

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

• **Units Below Grade**
 Yes No

Total No. of Units _____

INITIALS:

 Seller Date Seller Date Broker Date

SCHOOL & OWNER INFO.		Listing Address:	LAG #
• School District	Elementary School	Junior High/Middle School	Senior High School
Water Company	Power Company	Sewer Company	Water Source (3) <input type="checkbox"/> Community <input type="checkbox"/> See Remarks <input type="checkbox"/> Individual Well <input type="checkbox"/> Shared Well <input type="checkbox"/> Lake <input type="checkbox"/> Shares <input type="checkbox"/> Private <input type="checkbox"/> Well Needed <input type="checkbox"/> Public
• Owner Name	Owner Name 2	• Owner's Phone	
• Owner's City and State	Occupant's Name	• Occupant Type	• Phone to Show
	• Bank Owned/REO	• 3rd Party Aprvl Req. (2) <input type="checkbox"/> None <input type="checkbox"/> Short Sale <input type="checkbox"/> Other - See Remarks	• Auction

SITE INFORMATION			
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	<input type="checkbox"/> Open Space <input type="checkbox"/> Paved Street <input type="checkbox"/> Secluded <input type="checkbox"/> Sidewalk <input type="checkbox"/> Value in Land	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	<input type="checkbox"/> Lake <input type="checkbox"/> No Bank <input type="checkbox"/> Ocean <input type="checkbox"/> River <input type="checkbox"/> Saltwater <input type="checkbox"/> Sound <input type="checkbox"/> Strait
Lot Dimensions (Feet) 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	Pool <input type="checkbox"/> Mountain <input type="checkbox"/> Strait <input type="checkbox"/> Ocean <input type="checkbox"/> Territorial <input type="checkbox"/> Partial <input type="checkbox"/> River <input type="checkbox"/> See Remarks <input type="checkbox"/> Sound	Aprvd # of Bedrooms • No. of Carport Spaces	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
		• No. of Garage Spaces	• Sewer (2) <input type="checkbox"/> Available <input type="checkbox"/> Sewer Connected <input type="checkbox"/> Septic
		• No. of Uncovered Spaces	• Total No. of Parking Spaces

BUILDING INFORMATION			
• New Construction	New Construction State	• Style Code	Foundation (3) <input type="checkbox"/> Concrete Block <input type="checkbox"/> Post & Pillar <input type="checkbox"/> Slab <input type="checkbox"/> Concrete Ribbon <input type="checkbox"/> Poured Concrete <input type="checkbox"/> Tie down <input type="checkbox"/> Post & Block <input type="checkbox"/> See Remarks
Building Condition • 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	• 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

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)

INITIALS: _____

Seller	Date	Seller	Date
Broker	Date		

INTERIOR FEATURES

Listing Address: _____

LAG # _____

Energy Source (6)

- Electric
- Geothermal
- Ground Source
- Natural Gas
- Oil
- Pellet
- Propane
- See Remarks
- Solar Hot Water
- Solar PV
- Wood

Heating/Cooling (8)

- 90%+ High Efficiency
- Baseboard
- Central A/C
- Ductless HP-Mini Split
- Forced Air
- Heat Pump
- HEPA Air Filtration
- Hot Water Recirc Pump
- HRV/ERV System
- Insert
- Radiant
- Radiator
- Stove/Free Standing
- Tankless Water Heater
- Wall

Floor Covering (5)

- Ceramic Tile
- Concrete
- Fir/Softwood
- Hardwood
- Laminate Hardwood
- Laminate Tile
- See Remarks
- Slate
- Vinyl
- Wall to Wall Carpet

Amenities (10)

- Basement
- Coin Op Laundry
- Energy Package
- Playground
- Thermal Windows
- Clubhouse
- Elevator
- Fire Sprinklers
- Storage
- See Remarks

Leased Items(4)

- Furnace/Burner
- Washer/Dryer
- None
- Security System
- Water Tank

FINANCIAL INFORMATION

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

AIN Addl Monthly Income \$ _____

TIN Total Monthly Income \$ _____

INITIALS:

 Seller Date Seller Date Broker Date

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