



\*Required

## General

### AGENT/OFFICE

#### Agent info

\*List Agent Name

\*List Agent MLS ID

\*List Agent Phone

Office ID

\*List Office Name

\*Contact Name

\*Contact Phone

Contact Phone Ext. Only (10 characters max.)

#### Co-Agent info

Co-List Agent Name

Co-List Agent MLS ID

Co-List Agent Phone

Co-List Office ID

Co-List Office Name



## Property Sub Type (select at most 1)

 Business and Real Estate Real Estate Only

## ADDRESS

\*County \_\_\_\_\_

\*Property ID (60 characters max.) \_\_\_\_\_

\*Street # \_\_\_\_\_

Pre Direction \_\_\_\_\_

\*Street Name \_\_\_\_\_

Street Type \_\_\_\_\_ Post Direction \_\_\_\_\_

Unit / Suite # \_\_\_\_\_

\*City/Village/Twp \_\_\_\_\_ \*Municipality Name \_\_\_\_\_

\*Mailing City Name \_\_\_\_\_ \*State \_\_\_\_\_

\*Zip Code \_\_\_\_\_ Zip+4 \_\_\_\_\_

## Listing

## PRICE

\*Price \_\_\_\_\_

## OWNERSHIP

\*Access \_\_\_\_\_

Ownership Status  
(select at most 4)

Agent Owned  Corporate/Relocation

Fannie MAE/Freddie MAC  Government Owned

Real Estate Owned  Standard

Lockbox Location \_\_\_\_\_

\*Occupant Type  
(select at most 1)

Owner  Tenant

Vacant

\*Signatures On File  
(select at most 1)

No  Yes

\*Possession \_\_\_\_\_



## LOCATION AND TAX

\*Area # \_\_\_\_\_ Side of Street \_\_\_\_\_

\*Cross Streets (50 characters max.) \_\_\_\_\_

\*Directions

Legal Description

School District \_\_\_\_\_

## LOT

\*Lot Dimensions \_\_\_\_\_

\*Road Frontage Feet \_\_\_\_\_ Acres \_\_\_\_\_

\*Road

- Alley
- Class B
- Class D
- Dirt
- Highway
- Private Road

- Class A
- Class C
- Cul-De-Sac
- Gravel
- Paved
- Other

\*Water

(select at most 2)

- 3rd Party Unknown
- Public
- Water at Street
- None

- Community
- Separate Meters
- Well
- Other

\*Sewer

(select at most 2)

- Public Sewer
- Separate Meters
- Sewer At Street
- Storm Drain

- Retention Pond
- Septic Tank
- Shared Septic
- Unknown



**Water Facilities & Features**

(select at most 14)

- Across the Road Water Frontage
- Beach Access
- Boat Facilities
- Canal Front
- Direct Water Frontage
- Lagoon
- Lake Privileges
- Navigable Water
- Ocean Front
- Private Water Frontage
- River Front
- Shared Water Frontage
- Waterfront
- All Sports Lake
- Beach Front
- Canal Access
- Creek
- Dock Facilities
- Lake Front
- Loading Crane
- No Motor Lake
- Pond
- River Access
- Seawall
- Stream

**Body of Water Name**

Water Frontage Feet

**Fencing**

- Fenced
- Fencing Not Allowed
- Fencing Allowed
- Perimeter

**Other Structures (i.e., Out Buildings)**

- Arena
- Dairy Barn
- Grain Storage
- Kennel/Dog Run
- Pole Barn
- Shed(s)
- Stable(s)
- Barn(s)
- Garage(s)
- Hay Barn
- Outbuilding(s) Allowed
- Poultry Coop
- Shed(s) Allowed
- Other

**\*Zoning**

(select at most 4)

- Agricultural
- Heavy Industry
- Multi-Family
- Office
- Residential
- Commercial
- Light Industry
- Multiple
- Recreation

**\*Current Use**

- Automotive
- Convenience Store
- Mini-Storage
- Multi-Family
- Place of Worship
- Restaurant
- Service
- Warehouse
- Commercial
- Medical/Dental
- Mixed Use
- Office
- Residential
- Retail
- Vacant
- Other

**Other Current Use Description**



## Disclosures

<input type="checkbox"/> Annual Property Op. Data Avail.	<input type="checkbox"/> Annual Property Operating Data Not Available
<input type="checkbox"/> Conforms to Zoning	<input type="checkbox"/> Non-Conforming Zoning
<input type="checkbox"/> Encroachment	<input type="checkbox"/> No Encroachment
<input type="checkbox"/> Exclusion(s) Exist	<input type="checkbox"/> Exclusion(s) Do Not Exist
<input type="checkbox"/> Inventory Included	<input type="checkbox"/> No Inventory Included
<input type="checkbox"/> Inventory List Available	<input type="checkbox"/> No Inventory List Available
<input type="checkbox"/> Legal Rental Certified	<input type="checkbox"/> No Legal Rental Certification
<input type="checkbox"/> Restrictions	<input type="checkbox"/> No Restrictions

Soil Type

Distance to Airport

Distance to Interstate

Distance to Railroad

Distance to Waterway

# Property

## EXTERIOR FEATURES

\*Year Built

Year Remodeled

Above Grade Finished SqFt

\*Main Building SqFt

\*Office Area Sq Ft

\*Source Bldg Sq Ft

\*Levels (Required for Business &amp; Real Estate)

## Business Type

<input type="checkbox"/> Agriculture	<input type="checkbox"/> Apartments
<input type="checkbox"/> Commercial	<input type="checkbox"/> Gas Station
<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Industrial
<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Medical
<input type="checkbox"/> Mixed	<input type="checkbox"/> Professional/Office
<input type="checkbox"/> Recreation	<input type="checkbox"/> Residential
<input type="checkbox"/> Retail	<input type="checkbox"/> Service
<input type="checkbox"/> Warehouse	<input type="checkbox"/> Wholesale

## \*Exterior

<input type="checkbox"/> Aluminum Siding	<input type="checkbox"/> Asbestos
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Block
<input type="checkbox"/> Brick	<input type="checkbox"/> Brick Veneer
<input type="checkbox"/> Cedar	<input type="checkbox"/> Concrete
<input type="checkbox"/> Metal Siding	<input type="checkbox"/> Shingle Siding
<input type="checkbox"/> Steel Siding	<input type="checkbox"/> Stone
<input type="checkbox"/> Stucco	<input type="checkbox"/> Vinyl Siding
<input type="checkbox"/> Wood Siding	<input type="checkbox"/> Other

## Security Features

<input type="checkbox"/> 24 Hour Security	<input type="checkbox"/> Building Security
<input type="checkbox"/> Carbon Monoxide Detector(s)	<input type="checkbox"/> Closed Circuit Camera(s)
<input type="checkbox"/> Exterior Video Surveillance	<input type="checkbox"/> Fire Alarm
<input type="checkbox"/> Fire Escape	<input type="checkbox"/> Fire Sprinkler System
<input type="checkbox"/> Firewall(s)	<input type="checkbox"/> Gated Community
<input type="checkbox"/> Security Fence	<input type="checkbox"/> Security Patrol
<input type="checkbox"/> Security System	<input type="checkbox"/> Smoke Detector(s)
<input type="checkbox"/> Other	

## Electric

<input type="checkbox"/> > 440V Available	<input type="checkbox"/> 220 Volts
<input type="checkbox"/> 3 Phase Power	<input type="checkbox"/> 440 Volts
<input type="checkbox"/> Bus Duct	<input type="checkbox"/> Circuit Breakers
<input type="checkbox"/> Energy Management System	<input type="checkbox"/> Fuses
<input type="checkbox"/> Generator	<input type="checkbox"/> Utility Smart Meter



**Building Features**

(select at most 33)

- |   |   |
|---|---|
| <input type="checkbox"/> Air Cleaner                      | <input type="checkbox"/> Awning/Overhang(s)               |
| <input type="checkbox"/> Chimney Caps                     | <input type="checkbox"/> De-Humidifier                    |
| <input type="checkbox"/> Doors 10-15 ft                   | <input type="checkbox"/> Doors 16-20 ft                   |
| <input type="checkbox"/> Doors Over 20 ft                 | <input type="checkbox"/> Doors Under 10 ft                |
| <input type="checkbox"/> Dual-Flush Toilets               | <input type="checkbox"/> Elevator(s)                      |
| <input type="checkbox"/> Employee Lunch/Lounge            | <input type="checkbox"/> ENERGY STAR Qualified Door(s)    |
| <input type="checkbox"/> ES Qualified Exhaust Fan(s)      | <input type="checkbox"/> ES Qualified Light Fixture(s)    |
| <input type="checkbox"/> ES Qualified Skylights           | <input type="checkbox"/> ES Qualified Solar Light Tubes   |
| <input type="checkbox"/> ES Qualified Window(s)           | <input type="checkbox"/> Gutter Guard System              |
| <input type="checkbox"/> Hoist                            | <input type="checkbox"/> Humidifier                       |
| <input type="checkbox"/> Intercom                         | <input type="checkbox"/> Levelers                         |
| <input type="checkbox"/> Loading Dock/Grade               | <input type="checkbox"/> Loading Dock/Well                |
| <input type="checkbox"/> Outside Lighting                 | <input type="checkbox"/> Overhead Doors                   |
| <input type="checkbox"/> Permeable Paving                 | <input type="checkbox"/> Programmable Thermostat          |
| <input type="checkbox"/> Rain Barrel/Cistern(s)           | <input type="checkbox"/> Satellite Dish                   |
| <input type="checkbox"/> Sidewalks                        | <input type="checkbox"/> Sprinkler(s)                     |
| <input type="checkbox"/> Used WaterSense Irrig. Partner   | <input type="checkbox"/> WaterSense Labeled Faucet(s)     |
| <input type="checkbox"/> WaterSense Labeled Irrig. Cntrl. | <input type="checkbox"/> WaterSense Labeled Showerhead(s) |
| <input type="checkbox"/> WaterSense Labeled Toilet(s)     | <input type="checkbox"/> WaterSense Labeled Urinal(s)     |
| <input type="checkbox"/> Other                            |   |

**Garage and Parking Features**

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Garage      | <input type="checkbox"/> Alley Access                         |
| <input type="checkbox"/> Assigned    | <input type="checkbox"/> Electric Vehicle Charging Station(s) |
| <input type="checkbox"/> Leased      | <input type="checkbox"/> Lighted                              |
| <input type="checkbox"/> On Site     | <input type="checkbox"/> On Street                            |
| <input type="checkbox"/> Parking Lot | <input type="checkbox"/> Parking Structure                    |
| <input type="checkbox"/> Secured     | <input type="checkbox"/> Other                                |

**Roof Material**

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Asphalt     | <input type="checkbox"/> Built-Up             |
| <input type="checkbox"/> Composition | <input type="checkbox"/> ENERGY STAR Shingles |
| <input type="checkbox"/> Green Roof  | <input type="checkbox"/> Metal                |
| <input type="checkbox"/> Rubber      | <input type="checkbox"/> Slate                |
| <input type="checkbox"/> Tile        | <input type="checkbox"/> White Roof           |
| <input type="checkbox"/> Wood        | <input type="checkbox"/> Other                |

**Utilities**

- |   |  |
|---|--|
| <input type="checkbox"/> Above Ground Utilities | <input type="checkbox"/> Cable Connected |
| <input type="checkbox"/> Underground Utilities  |  |

**INTERIOR FEATURES****Accessibility Features**

(select at most 15)

- |   |  |
|---|--|
| <input type="checkbox"/> Accessible Approach with Ramp      | <input type="checkbox"/> Accessible Bedroom                |
| <input type="checkbox"/> Accessible Central Living Area     | <input type="checkbox"/> Accessible Closets                |
| <input type="checkbox"/> Accessible Common Area             | <input type="checkbox"/> Accessible Doors                  |
| <input type="checkbox"/> Accessible Elec. & Enviro. Cntrls. | <input type="checkbox"/> Accessible Elevator Installed     |
| <input type="checkbox"/> Accessible Entrance                | <input type="checkbox"/> Accessible for Hearing-Impairment |
| <input type="checkbox"/> Accessible Full Bath               | <input type="checkbox"/> Accessible Hallway(s)             |
| <input type="checkbox"/> Accessible Kitchen                 | <input type="checkbox"/> Accessible Kitchen Appliances     |
| <input type="checkbox"/> Accessible Stairway                | <input type="checkbox"/> Accessible Washer/Dryer           |
| <input type="checkbox"/> Adaptable Bathroom Walls           | <input type="checkbox"/> Adaptable For Elevator            |
| <input type="checkbox"/> Ceiling Track                      | <input type="checkbox"/> Central Living Area               |
| <input type="checkbox"/> Common Area                        | <input type="checkbox"/> Customized Wheelchair Accessible  |
| <input type="checkbox"/> Electronic Enviro. Controls        | <input type="checkbox"/> Enhanced Accessible               |
| <input type="checkbox"/> Exterior Wheelchair Lift           | <input type="checkbox"/> Grip-Accessible Features          |
| <input type="checkbox"/> Reinforced Floors                  | <input type="checkbox"/> Safe Emergency Egress from Home   |
| <input type="checkbox"/> Smart Technology                   | <input type="checkbox"/> Stair Lift                        |
| <input type="checkbox"/> Standby Generator                  | <input type="checkbox"/> Therapeutic Whirlpool             |
| <input type="checkbox"/> Visitable                          | <input type="checkbox"/> Visitor Bathroom                  |
| <input type="checkbox"/> Walker-Accessible Stairs           | <input type="checkbox"/> Other Accessibility Features      |

**Water Heater Fuel**

(select at most 2)

- |  |  |
|--|--|
| <input type="checkbox"/> Common                    | <input type="checkbox"/> Electric                            |
| <input type="checkbox"/> ES Qualified Water Heater | <input type="checkbox"/> Geothermal                          |
| <input type="checkbox"/> Heat Pump                 | <input type="checkbox"/> High-Efficiency/Sealed Water Heater |
| <input type="checkbox"/> Natural Gas               | <input type="checkbox"/> Oil                                 |
| <input type="checkbox"/> Propane                   | <input type="checkbox"/> Solar                               |
| <input type="checkbox"/> Tankless                  |  |

**Cooling**

(select at most 4)

- |   |  |
|---|--|
| <input type="checkbox"/> Central Air            | <input type="checkbox"/> ES Qualified Ceiling Fan(s) |
| <input type="checkbox"/> ES Qualified Equipment | <input type="checkbox"/> Evaporative Cooling         |
| <input type="checkbox"/> Heat Pump              | <input type="checkbox"/> Wall/Window Unit(s)         |



**\*Heating**

(select at most 4; Choose delivery method & fuel type i.e. Radiant, Propane)

- Baseboard
- Forced Air
- Heat Pump
- Hot Water
- Radiant
- Steam
- Zoned
- Coal
- Geothermal
- Oil
- Solar
- ES Qualified Furnace Equipment
- Gravity
- High Efficiency Sealed Combust.
- Packaged Heat/Cool
- Space Heater
- Wall Furnace
- Other Heating Source
- Electric
- Natural Gas
- Propane
- Wood

**Office Heating & Cooling**

(select at most 4)

- Baseboard
- ES Qualified A/C Equipment
- ES Qualified Furnace Equipment
- Exhaust Fan
- Forced Air
- Heat Pump
- Hot Water
- Space Heater
- Water Cooler
- Zoned
- Central Air
- ES Qualified Ceiling Fan(s)
- Evaporative Cooling
- Floor Furnace
- Gravity
- High-Efficiency Sealed Combust.
- Radiant
- Steam
- Window/Wall Unit
- Other

**Plant Heating & Cooling**

(select at most 4)

- Baseboard
- ES Qualified A/C Equipment
- ES Qualified Furnace Equipment
- Exhaust Fan
- Forced Air
- Heat Pump
- Hot Water
- Space Heater
- Water Cooler
- Zoned
- Central Air
- ES Qualified Ceiling Fan(s)
- Evaporative Cooling
- Floor Furnace
- Gravity
- High-Efficiency Sealed Combustion
- Radiant
- Steam
- Window/Wall Unit
- Other

## FOUNDATION

**\*Foundation Details**

If Business & Real Estate, select the Foundation type and material (i.e. Basement, Poured)

- Basement
- Heavy Duty Footings
- Pillar/Post/Pier
- Block
- Poured
- Wood
- Drainage System
- Passive Radon Mitigation
- Sump Pump
- Crawl Space
- Pilings
- Slab
- Brick/Mortar
- Stone
- Active Radon Mitigation
- Insulating Concrete Forms
- Sealed Foundation

## UNITS

Total Number of Units      Number of Loft Units      Number of Efficiency Units      Number of One Bedroom Units

Number of Two Bedroom Units      Number of Three Bedroom Units      Number of Four Bedroom Units

**Units**

Unit Type      # Full Baths      # Lavs      Square Feet

Furnished      Qty of this Unit Type      Rent

Unit Type      # Full Baths      # Lavs      Square Feet

Furnished      Qty of this Unit Type      Rent



Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	





Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	
Unit Type	# Full Baths	# Lavs	Square Feet
Furnished	Qty of this Unit Type	Rent	

## FINANCIAL

### Lease/Investment

\*Existing Lease Y/N  
(select at most 1)

No  Yes

\*Application Fee      \*Security Deposit      \*Additional Fees

\*Length of Lease  
(select at most 3)

11 Months or Less       12 Months  
 13-24 Months       25-36 Months  
 37-48 Months       49-60 Months  
 Negotiable

#### Rent Includes

Association Fee       Cable TV  
 Electricity       Heat  
 Int Maint W/Deduct       Internet  
 Maintenance Off-Site       Maintenance On-Site  
 Sewer       Snow Removal  
 Trash Collection       Water  
 Yard Maintenance       Other

#### Special Policies

% Currently Leased      \*Annual Gross Income      Annual Operating Expense



## Terms

\*Protection Period (10 characters max.)

Sub Agency Compensation Type

\*Sub Agency Compensation

BA Compensation Type

\*Buyer Agency Compensation

TC Compensation Type

\*Transaction Coordinator Compensation

Compensation Arrangement

- Bonus
  Dual  
 Excluded Parties
  Variable

\*Listing Type

\*Level of Service

\*Terms Offered

- Double Net Lease
  Gross Lease  
 Lease
  Lease Option  
 Net Lease
  Sublease  
 Triple Net Lease

Services Offered

(If Full Service, select all; if Limited Service, check at least one)

- Accept/Present Offers
  Advise on Offers  
 Arrange Appointments
  Assist with Counteroffers  
 Negotiate for Seller

## REMARKS

Public Remarks (2048 Characters)

Agent Only Remarks (2048 Characters)



## GREEN

### Green Energy Efficient

- Appliances
- Doors
- HVAC
- Insulation
- Roof
- Water Heater

- Construction
- Exposure/Shade
- Incentives
- Lighting
- Thermostat
- Windows

### Green Energy Generation

- Grid-Tied
- Off-Grid
- Pre-Wired For Wind Turbine(s)
- PV Solar Array(s) Direct Ownshp.
- Wind

- Net-Metering Renewable Energy Credits
- Pre-Wired For PV Solar
- PV Solar Array(s) 3rd-Party Owned
- Solar

### Green Sustainability

(select at most 6)

- Conserving Methods
- Recyclable Materials
- Regionally-Sourced Materials
- Salvaged Materials

- Onsite Recycling Center
- Recycled Materials
- Renewable Materials

### Green Indoor Air Quality

- Contaminant Control
- Moisture Control

- Integrated Pest Management
- Ventilation

### Green Water Conservation

- Efficient Hot Water Distribution
- Green Infrastructure
- Water Recycling

- Gray Water System
- Low-Flow Fixtures
- Water-Smart Landscaping

## INTERNET PERMISSIONS

### Permit Internet distribution?

(select at most 1)

- No
- Yes

### Permit address display on Internet syndication sites?

(select at most 1)

- No
- Yes

### Permit AVM display on VOWs and IDX sites?

(select at most 1)

- No
- Yes

### Permit public customer commenting on Internet syndication sites?

(select at most 1)

- No
- Yes

### Permit listing display on GLR public facing websites and mobile apps?

(select at most 1)

- No
- Yes

## ADD VIRTUAL TOUR

### Unbranded Virtual Tour

Media URL

Virtual Tour Type



Media URL

[Empty text area for Media URL]

Virtual Tour Type

Branded Virtual Tour

Media URL

[Empty text area for Media URL]

Virtual Tour Type

Media URL

[Empty text area for Media URL]

Virtual Tour Type

## DATES AND STATUS

\*List Date

\*Expiration Date

Owner(s) agree that the above information is accurate and complete to the best of the Owner's knowledge

Owner 1 Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner 2 Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Agent Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\* Information above is believed to be accurate but not warranted

