



MULTI-FAMILY LISTING ADAPTATION FORM FOR LUTAR REALTORS

To submit prior listings to Realcomp II Ltd for inclusion in Realcomp II Ltd s MLS database, this form may be used.

All listings obtained by the subscribing agent/office post Realcomp II Ltd participation should be submitted to Realcomp II Ltd on approved Realcomp II Ltd listing profile forms. These forms can be obtained from Realcomp II Ltd or any Realcomp II Ltd Shareholder Board or Association and copied. You may also access the newest forms on line at no charge, go to www.realcomponline.com and under the Agent menu select Online Forms.

ADDITIONAL FIELDS REQUIRED FOR DATA ENTRY INTO REALCOMP II LTD. MLS – MULTI-FAMILY PROPERTIES

Current MLS #: _____					
Property Address (required): _____					
Listing Type (Check One): <input type="checkbox"/> A - EXCL. RIGHT TO SELL <input type="checkbox"/> B - EXCLUSIVE AGENCY		Level of Service (Check One): <input type="checkbox"/> A - FULL SERVICE <input type="checkbox"/> B - LIMITED SERVICE <input type="checkbox"/> C - MLS ENTRY ONLY		Services Offered (If "B" in Level of Service is Checked, select at least one below): <input type="checkbox"/> A - ARRANGE APPOINTMENTS <input type="checkbox"/> B - ACCEPT/PRESENT OFFERS <input type="checkbox"/> C - ADVISE ON OFFERS <input type="checkbox"/> D - ASSISTW/COUNTEROFFERS <input type="checkbox"/> E - NEGOTIATE FOR SELLER	
Office ID#:		Agent ID#:		Contact Name:	
Contact Phone number:		Agent Phone: (required)		List Date:	
Contact Phone number:		Agent Phone: (required)		Expire Date:	
Directions (required):			Is this a Short Sale? (Required) YES NO		Total Number of Units Currently Occupied (required):
Total Units (required):		Efficiencies (required):	1 Bedrooms (required):	2 Bedrooms (required):	3 Bedrooms (required):
Other/Special Assessments:		Protection Period (required):	Is a percentage homestead exempt? (required): YES NO	Additional Docs (required): YES NO	Photo: (do you want Realcomp to take a photo?) YES NO
Land Contract: YES NO <small>Required-if yes, complete line</small>		Down Payment: (must be numeric)	Interest Rate: (must be numeric)	Monthly Payment: (must be numeric)	Term: (must be numeric)
Monthly Rental Income (required):		Annual Gross Income:		Net Annual Income:	Income (required): ACTUAL PROJECTED
Ownership: (required) A. Private Owned B. Bank Owned C. Government Owned E. Corporate/Relo. Y. Other/See Remarks	Exterior: (required) A. Brick B. Aluminum C. Wood D. Cedar E. Vinyl F. Stone Y. Other	Architecture: (required) A. 1 Story B. 1-1/2 Story C. 2 Story D. 3 Story Y. Other Style: (required) G. Upper/Lower Apt. H. Duplex I. Triplex J. Quadraplex Y. Other	Zoning: (required) A. Residential B. Office C. Multi-Family D. Commercial E. Light Industrial F. Heavy Industrial G. Agricultural H. Recreational I. Multiple	Terms Offered: (required) A. Conventional B. Land Contract C. FHA D. VA E. Cash F. Simple Assump G. Assump – Lend App H. Conv Blend RT I. Lease J. Trade/Exchange K. Pur Money Mtg. M. Lease w/Option R. Auction	Water Heater: A. Gas B. Electric C. Oil D. LP Gas E. Solar F. Geo-Thermal H. Separate Systems I. Propane J. Heat Pump
Heating: (required) A. Forced Air B. Baseboard C. Hot Water D. Steam E. Gravity F. Radiant G. Heat Pump H. Space Heater I. Floor Furnace J. Zoned K. Separate Systems Y. Other		Fuel Type: (required) A. Gas B. Oil C. Electric D. LP Gas E. Solar F. Coal G. Wood I. Propane J. Heat Pump	Foundation: (required) A. Basement B. Crawl C. Slab D. Michigan Basement Road: (required) A. Paved B. Gravel C. Private D. Public Sidewalk	Water & Sewer: (required) A. Municipal Water B. Well C. Community D. Water at Street E. Sewer Sanitary F. Sewer at Street G. Septic H. Separate Meters J. Community Septic K. 3 rd Party Unknown	Access: (required) A. Appointment B. Key C. Lockbox D. Appt./Key E. Appt./Lockbox Other Features: B. As Is D. Investment E. APOD Available F. Exclusions G. Home Warranty H. Subject to 3 rd Party Approval I. High Speed Internet Available K. Fannie Mae Backed Mrtg