



CONDO LISTING ADAPTION FORM FOR EASTERN THUMB REALTORS

To submit prior listings to Realcomp II Ltd for inclusion in Realcomp II Ltd s MLS database, this form may be used when accompanied by a full listing printout from the Eastern Thumb MLS computer system.

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 –CONDO PROPERTIES

1. Property Address (required):				
2. Office License#:		3. Realcomp Agent ID# (last 6 digits of license#):		
4. Map Letter:	5. Map Number:		6. Protection Period:	
7. Legal Description (required):				
8. Land Contract: Y/N	8a. Down Pay:	8b. Interest:	8c. Monthly Pay:	8d. Term:
9. Lower Level Finished Square feet (if applicable):				
10. Additional Documents [required, Example: City Certifications, etc]:		? YES	? NO	
11. Homestead [required, <i>is this a homestead property?</i>]:		? YES	? NO	
12. Association Fee Period: ? Annual ? Quarterly ? Monthly ? Optional				
13. Other/Special Assessments (if applicable):				
14. Photo (required, <i>Would you like Realcomp to supply a photo?</i>):		? YES	? NO	
15. Contact Name:		16. Contact Phone Number:		
17. Agent Phone (required, <i>Example: Agent direct line, cell phone, office phone, etc</i>):				
18. City, Village or Township (choose only one):		? City	? Village	? Township
19. Work Cap:		20. Assn Phone#:		
21. Restrictions: ? Yes ? No		22. Gas Included: ? Yes ? No		23. Water Included: ? Yes ? No
24. Compensation Arrangements (if applicable):		? Bonus	? Dual	? Variable ? Exclusion
25. Site Description: ? Wooded ? Lake View ? Golf Course Front ? Golf Course Comm ? Vacation Home				
26. Bath Description (required): ? 1 st Floor Bath ? 1 st Floor Lav ? 2 nd Floor Bath ? 2 nd Floor Lav ? Master Bath ? Master Lav ? BSMT Bath ? BSMT Lav ? Dual Entry ? Other				
27. Road (required): ? Paved ? Gravel ? Private ? Public Sidewalk				