



Multi-Family For Sale Data Input

* = Required Field

Listing Contract Information

*Sub Property Type 2 Family 3 Family 4 Family 5 Family + Rooming House Other
General Property Info Adult 55 Gated PUD Horse Property Seasonal On leased Land

*Property ID No: _____ *Service Type Full Service Exc. Right to Sell/Lease
*Listing Date: _____ Limited Service Exc. Agency to Sell/Lease
*Expiration Date: _____ Entry Only Exc. Right to Sell/Lease w/ Reserved Prospect
*Listing Price (\$): _____ Exc. Agency w/ Reserved Prospect
 Exc. Right to Sell/Lease w/ Variable Rate Comp
Home Warranty Offered: Yes No Exc. Agency w/ Variable Rate Comp

Items not included in sale: _____

Commission/Compensation

*Compensation Type Percentage % Dollar Amount \$ Compensation Notes
Amount: _____
Potential Short Sale Yes No Short Sale Comments _____

Agent & Office Information

*List Agent ID _____ List Agent _____
List Agent Office _____
Co-List Agent ID _____ Co-List Agent _____
Co-List Agent Office _____

Listing Address Information

Street # _____ Pre-Direction _____ *Street Name _____ Street Type _____ Post Direction _____ Unit # _____
*State _____ *County _____ *City _____ *Zip _____
*Neighborhood _____ *Subdivision _____

School Information

*Elementary School _____ Intermediate School _____
Middle School _____ *High School _____

Tax Information

*Property Tax \$ _____ *Assessment \$ _____
*Mil Rate _____ *Tax Year _____ Association District Tax \$ _____

Structural Information

<p>*Year Built _____</p> <p>Year Built Source</p> <p><input type="checkbox"/> Approximate</p> <p><input type="checkbox"/> Owner</p> <p><input type="checkbox"/> Public Records</p>	<p>*New Construction Type (1 Max)</p> <p><input type="checkbox"/> Completed <input type="checkbox"/> To Be Built</p> <p><input type="checkbox"/> Model <input type="checkbox"/> Torn Down & Rebuilt</p> <p><input type="checkbox"/> No <input type="checkbox"/> Under Construction</p>	<p>*Est Above Grade Heated SqFt _____</p> <p>Est Below Grade Heated SqFt _____</p>
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***Style** (2 Max)

<input type="checkbox"/> Units on different Floors	<input type="checkbox"/> 3updown - Unit(s) per Floor	<input type="checkbox"/> 4updown - Unit(s) per Floor
<input type="checkbox"/> Units are Side-by-Side	<input type="checkbox"/> 4sides - Units Are Side-by-Side	<input type="checkbox"/> Other
<input type="checkbox"/> 3sides - Units Are Side-by-Side		

***Construction** (3 Max)

<input type="checkbox"/> Frame	<input type="checkbox"/> Log	<input type="checkbox"/> Block	<input type="checkbox"/> Masonry	<input type="checkbox"/> Stucco
<input type="checkbox"/> Brick	<input type="checkbox"/> Prefab	<input type="checkbox"/> Concrete	<input type="checkbox"/> Steel	<input type="checkbox"/> Other
<input type="checkbox"/> Stone				

***Foundation** (2 Max)

<input type="checkbox"/> Block	<input type="checkbox"/> Concrete	<input type="checkbox"/> Piling	<input type="checkbox"/> Stone	<input type="checkbox"/> None
<input type="checkbox"/> Brick	<input type="checkbox"/> Masonry	<input type="checkbox"/> Slab	<input type="checkbox"/> Wood	

***Roof** (2 Max)

<input type="checkbox"/> Asphalt Shingle	<input type="checkbox"/> Wood Shingle	<input type="checkbox"/> Shingle	<input type="checkbox"/> Flat	<input type="checkbox"/> Tile
<input type="checkbox"/> Fiberglass Shingle	<input type="checkbox"/> Shake	<input type="checkbox"/> Slate	<input type="checkbox"/> Gable	<input type="checkbox"/> Not Applicable
				<input type="checkbox"/> Other

***Exterior Siding** (3 Max) Color _____

<input type="checkbox"/> Shingle	<input type="checkbox"/> Aluminum	<input type="checkbox"/> Logs	<input type="checkbox"/> Asbestos	<input type="checkbox"/> Poured Concrete
<input type="checkbox"/> Shake	<input type="checkbox"/> Vertical Siding	<input type="checkbox"/> Redwood	<input type="checkbox"/> Block	<input type="checkbox"/> Steel Siding
<input type="checkbox"/> Clapboard	<input type="checkbox"/> Brick	<input type="checkbox"/> Stone	<input type="checkbox"/> Cement Block	<input type="checkbox"/> Stucco
<input type="checkbox"/> Vinyl Siding	<input type="checkbox"/> Cedar	<input type="checkbox"/> Wood	<input type="checkbox"/> Metal	<input type="checkbox"/> Other

Exterior Features (9 Max)

<input type="checkbox"/> Awnings	<input type="checkbox"/> Deck	<input type="checkbox"/> Guest House	<input type="checkbox"/> Patio	<input type="checkbox"/> Shed	<input type="checkbox"/> Underground Sprinkler
<input type="checkbox"/> Balcony	<input type="checkbox"/> French Doors	<input type="checkbox"/> Gutters	<input type="checkbox"/> Porch	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Underground Utilities
<input type="checkbox"/> Barn	<input type="checkbox"/> Fruit Trees	<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Porch-Enclosed	<input type="checkbox"/> Stable	<input type="checkbox"/> Wrap Around Deck
<input type="checkbox"/> Breezeway	<input type="checkbox"/> Garden Area	<input type="checkbox"/> Kennel	<input type="checkbox"/> Porch-Heated	<input type="checkbox"/> Stone Wall	
<input type="checkbox"/> Cabana	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Lighting	<input type="checkbox"/> Porch-Screened	<input type="checkbox"/> Tennis Court	
<input type="checkbox"/> Covered Deck	<input type="checkbox"/> Grill	<input type="checkbox"/> Paddock	<input type="checkbox"/> Porch-Wrap Around	<input type="checkbox"/> Terrace	

***Attic** Yes No (3 Max)

<input type="checkbox"/> Walk-up	<input type="checkbox"/> Access Via Hatch	<input type="checkbox"/> Partially Finished	<input type="checkbox"/> Floored	<input type="checkbox"/> Storage Space
<input type="checkbox"/> Pull-Down Stairs	<input type="checkbox"/> Finished	<input type="checkbox"/> Heated	<input type="checkbox"/> Crawl Space	

***Basement** (6 Max)

<input type="checkbox"/> Full	<input type="checkbox"/> Crawl Space	<input type="checkbox"/> Cooled	<input type="checkbox"/> Walk-out
<input type="checkbox"/> Full With Hatchway	<input type="checkbox"/> Shared Basement	<input type="checkbox"/> Concrete Floor	<input type="checkbox"/> Apartment
<input type="checkbox"/> Full With Walk-Out	<input type="checkbox"/> Fully Finished	<input type="checkbox"/> Dirt Floor	<input type="checkbox"/> Liveable Space
<input type="checkbox"/> Partial	<input type="checkbox"/> Partially Finished	<input type="checkbox"/> Interior Access	<input type="checkbox"/> Storage
<input type="checkbox"/> Partial With Hatchway	<input type="checkbox"/> Unfinished	<input type="checkbox"/> Garage Access	<input type="checkbox"/> Sump Pump
<input type="checkbox"/> Partial With Walk-Out	<input type="checkbox"/> Heated	<input type="checkbox"/> Hatchway Access	<input type="checkbox"/> None

***Garage/Parking** (3 Max) Garage (# of Cars) _____

<input type="checkbox"/> Tandem	<input type="checkbox"/> Carport	<input type="checkbox"/> Paved	<input type="checkbox"/> On Street Parking	<input type="checkbox"/> Security
<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Barn	<input type="checkbox"/> Assigned	<input type="checkbox"/> Off Street Parking	<input type="checkbox"/> RV/Boat Pad
<input type="checkbox"/> Detached Garage	<input type="checkbox"/> Covered Garage	<input type="checkbox"/> Unassigned	<input type="checkbox"/> Parking Lot	<input type="checkbox"/> Other
<input type="checkbox"/> Under House Garage	<input type="checkbox"/> Unpaved	<input type="checkbox"/> Driveway		

Driveway Type (4 Max)

<input type="checkbox"/> Private	<input type="checkbox"/> Circular	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Crushed Stone	<input type="checkbox"/> Gravel	<input type="checkbox"/> Other
<input type="checkbox"/> Shared	<input type="checkbox"/> Paved	<input type="checkbox"/> Cement	<input type="checkbox"/> Dirt	<input type="checkbox"/> Heated	<input type="checkbox"/> None

Units Information

*# of Units _____ # of Fireplaces _____ Additional Laundry Info _____

Laundry Information

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> All Units Have Hook-Ups | <input type="checkbox"/> Common Laundry Area | <input type="checkbox"/> Hook-Up In Unit 3 | <input type="checkbox"/> Washer/Dryer Some Units |
| <input type="checkbox"/> Basement Hook-Up(s) | <input type="checkbox"/> Hook-Up In Unit 1 | <input type="checkbox"/> Hook-Up In Unit 4 | <input type="checkbox"/> None |
| <input type="checkbox"/> Coin Op Laundry | <input type="checkbox"/> Hook-Up In Unit 2 | <input type="checkbox"/> Washer/Dryer All Units | |

Unit 1

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Unit 2

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Unit 3

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Unit 4

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Unit 5

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Unit 6

Total # of Rooms _____ Beds _____ Full Baths _____ Half Baths _____ Monthly Rent _____

Leased Monthly Leased Occupied By _____ Date Lease Expires _____

Appliances In Unit (Max 12) _____

Occupied by- Owner - Tenant - Vacant

Appliances In Unit- Allowance - Electric Cooktop - Gas Cooktop - Cook Top - Electric Range - Gas Range - Oven/Range - Counter Grill - Wall Oven Microwave - Range Hood - Refrigerator - Freezer - Subzero - Icemaker - Dishwasher - Disposal - Compactor - Instant Hot Water - Washer Electric Dryer - Gas Dryer - Dryer - Wine Chiller - None

Interior Features

Hadicap Features

- Exterior Curb Cuts
- Handicap Parking
- Multiple Entries/Exits
- Ramps
- Special Needs Transport

Home Automation Features

- Appliances
- Electric Outlet(s)
- Entertainment System
- Lighting
- Lock(s)
- Security Sytem
- Thermostat(s)

Lot & Location Information

- *Acres:** _____
- Acres Source** ***Zoning:** _____
- Approximate
 - Owner
 - Public Records
- In Flood Zone**
- Yes
 - No
- *Direct Waterfront**
- Yes
 - No
- Elevation Certificate**
- Yes
 - No

Restrictions

- Renting
- Alterations
- Boats
- Trailer(s)
- Truck(s)
- Regulated Historic District
- Conservation Restrictions
- Flood Plain Restrictions
- Subject to Probate

Nearby Amenities (8 Max)

- Basketball Court
- Bocci Court
- Commuter Bus
- Golf Course
- Health Club
- Lake
- Library
- Medical Facilities
- Paddle Tennis
- Park
- Playground/Tot Lot
- Private Rec Facilities
- Private School(s)
- Public Pool
- Public Rec Facilities
- Public Transportation
- Putting Green
- Shopping/Mall
- Stable\Riding
- Tennis Courts
- Walk to Bus Lines

HOA Amenities (8 Max)

- Basketball Court
- Bocci Court
- Club House
- Elevator
- Exercise Room/Health Club
- Gardening Area
- Golf Course
- Guest Parking
- Health Club
- Medical Facilities
- Paddle Tennis
- Park
- Playground/Tot Lot
- Pool
- Private Rec Facilities
- Putting Green
- Security Services
- Shuttle Service
- Tennis Courts
- None

***Waterfront Features** (4 Max)

- Direct Waterfront
- Frontage
- L. I. Sound Fronage
- Ocean Frontage
- Brook
- Harbor
- Pond
- Lake
- Access
- River
- Dock or Mooring
- Water Community
- Association Optional
- Association Required
- Beach
- Beach Rights
- View
- Walk to Water
- Not Applicable

***Lot Description** (6 Max)

- On Cul-De-Sac
- Historic District
- Some Wetlands
- Secluded
- City Views
- Water View
- Corner Lot
- Golf Course Frontage
- Golf Course View
- Level Lot
- Lightly Wooded
- Rolling
- Sloping Lot
- Treed
- N/A

***Pool** Yes No (7 Max)

- Pool House
- Indoor Pool
- Above Ground Pool
- In Ground Pool
- Lap Pool
- Spa
- Infinity Edge
- Heated
- Power Lift
- Ramp Entrance
- Slide
- Salt Water
- Safety Fence
- Alarm
- Auto Cleaner
- Concrete
- Fiberglass
- Gunite
- Tile
- Vinyl
- Solar Cover

Utility Information

***Heat Type** (4 Max)

- | | | | |
|-------------------------------------|------------------------------------|---------------------------------------|--|
| <input type="checkbox"/> Baseboard | <input type="checkbox"/> Hydro Air | <input type="checkbox"/> Space Heater | <input type="checkbox"/> Wood/Coal Stove |
| <input type="checkbox"/> Gas on Gas | <input type="checkbox"/> Radiant | <input type="checkbox"/> Steam | <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Radiator | <input type="checkbox"/> Wall Unit | <input type="checkbox"/> Other |
| <input type="checkbox"/> Hot Air | <input type="checkbox"/> Solar | <input type="checkbox"/> Warm Air | <input type="checkbox"/> None |

Heat Fuel

- | | | | | | |
|-------------------------------------|-------------------------------------|--------------------------------------|----------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Bottle Gas | <input type="checkbox"/> Electric | <input type="checkbox"/> Kerosene | <input type="checkbox"/> No Fuel | <input type="checkbox"/> Propane | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Coal | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Oil | <input type="checkbox"/> Solar | <input type="checkbox"/> Other |

***Water** (2 Max)

- | | | | |
|---|---|--|--------------------------------|
| <input type="checkbox"/> Public Water Connected | <input type="checkbox"/> Private Water System | <input type="checkbox"/> Shared Well | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Water In Street | <input type="checkbox"/> Private Well | <input type="checkbox"/> Well Required | <input type="checkbox"/> None |

***Hot Water System** (4 Max)

- | | | | |
|---|--|---|--|
| <input type="checkbox"/> Domestic | <input type="checkbox"/> 100 Gallon Tank | <input type="checkbox"/> Oil | <input type="checkbox"/> Tankless Hotwater |
| <input type="checkbox"/> 30 Gallon Tank | <input type="checkbox"/> Electric | <input type="checkbox"/> Propane | <input type="checkbox"/> Other |
| <input type="checkbox"/> 40 Gallon Tank | <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Solar Assisted | <input type="checkbox"/> No Hot Water |
| <input type="checkbox"/> 50 Gallon Tank | | | |

Energy Features

- | | | | | |
|--|---|---|---|---|
| <input type="checkbox"/> Energy Star Rated | <input type="checkbox"/> Passive Solar | <input type="checkbox"/> Generator | <input type="checkbox"/> Humidistat | <input type="checkbox"/> Storm Doors |
| <input type="checkbox"/> Home Energy Rating | <input type="checkbox"/> Extra Insulation | <input type="checkbox"/> Geothermal Heat | <input type="checkbox"/> Programable Thermostat | <input type="checkbox"/> Storm Windows |
| <input type="checkbox"/> Built Green Certification | <input type="checkbox"/> Fireplace Insert | <input type="checkbox"/> Heat Recovery Unit | <input type="checkbox"/> Ridge Vents | <input type="checkbox"/> Thermopane Windows |
| <input type="checkbox"/> Active Solar | | | | |

***Cooling** (4 Max)

- | | | | |
|---------------------------------------|------------------------------------|--|--------------------------------|
| <input type="checkbox"/> Attic Fan | <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Whole House Fan | <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> Wall Unit | <input type="checkbox"/> Window Unit | <input type="checkbox"/> None |
| <input type="checkbox"/> Central Air | | | |

***Fuel Tank Location**

- | | | | |
|---------------------------------------|--------------------------------------|---|---------------------------------------|
| <input type="checkbox"/> Above Ground | <input type="checkbox"/> In Ground | <input type="checkbox"/> Non Applicable | Est Annual Heating cost: _____ |
| | <input type="checkbox"/> In Basement | <input type="checkbox"/> In Garage | |

Annual Sewer Usage Fee _____ **Sewer Assessment Info** _____

***Sewage System** (3 Max)

- | | | | |
|---|--|--|--------------------------------|
| <input type="checkbox"/> Public Sewer Connected | <input type="checkbox"/> Septic | <input type="checkbox"/> Cesspool | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Sewer In Street | <input type="checkbox"/> Shared Septic | <input type="checkbox"/> Septic Required | <input type="checkbox"/> None |

Radon Mitigation: Air No Unknown Yes **Radon Mitigation: Water** No Unknown Yes

HOA Information

***Home Owners Association** Yes No **Association Fee** _____ **Frequency** Annual Monthly Quarterly Other

Special Assessments Yes No **Special Assessment Details:** _____

Property Management Type Professional On Site Professional Off site Unit Owners Association

Property Management Company _____

Property Manager's Name _____

Property Management's Phone _____ Property Management's Email _____

Association Fee Provides (9 Max)

- | | | | |
|--|---|--|---|
| <input type="checkbox"/> Club House | <input type="checkbox"/> Trash Pickup | <input type="checkbox"/> Water | <input type="checkbox"/> Road Maintenance |
| <input type="checkbox"/> Tennis | <input type="checkbox"/> Snow Removal | <input type="checkbox"/> Property Management | <input type="checkbox"/> Insurance |
| <input type="checkbox"/> Lake/Beach Access | <input type="checkbox"/> Heat | <input type="checkbox"/> Pest Control | <input type="checkbox"/> Flood Insurance |
| <input type="checkbox"/> Security Service | <input type="checkbox"/> Air Conditioning | <input type="checkbox"/> Pool Service | <input type="checkbox"/> Taxes |
| <input type="checkbox"/> Grounds Maintenance | <input type="checkbox"/> Hot Water | | |

Financial

Gross Income \$ _____ Total Operating Expense \$ _____ Net operating Income \$ _____

Additional Information/ShowingTime

Acceptable Financing

- Assumable Owner
- CHFA FHA VA

***Where My Listings Go**

- Homes.com Homesnap
- IDX None
- Realtor.com

***Display Property Address on Internet?**

- Yes No

***Showing Instructions** (Limit: 125 Characters)

ShowingTime Instructions (Limit: 300 Characters)

***Directions** (Limit: 255 Characters)

***Lockbox Description**

- SmartMLS Elec.
- Non-Compatible Elec
- ECAR-SentriLock
- Combo
- Call List Office
- None

Lockbox Location: _____

***Possession/Occupancy:** _____

***Owner:** _____

Owner Phone: _____

***Sign** Yes No

Occupied By: Owner Tenant Vacant

Related MLS # _____

***Bank Owned (REO)** Yes No

Remarks

***Public Remarks** (Limit: 1500 Characters)

Remarks/Directions

Public Remarks (Addendum) (Limit: 2400 Characters)

Agent Remarks (Limit: 500 Characters)

Agreement/Disclosure

VALID LISTING AGREEMENT STATEMENT

I, the undersigned Broker or Authorized Agent, represent to the SmartMLS Inc, its members and cooperating agents, that I have a valid and legally enforceable: (1.) "Exclusive Right to Sell" listing agreement; or (2.) "Exclusive Agency" listing agreement; or (3.) "Exclusive Right to Lease" agreement, with the owners of the above entitled property. The information contained in the data information sheet is, to the best of my knowledge and belief, true and accurate.

Listing Broker or Authorized Agent Signature: _____ **Date:** _____

AUTHORIZATION TO USE THE MULTIPLE LISTING SERVICE AND DISCLAIMER

The Undersigned Owner(s) authorize and instruct(s) the Broker to submit the information contained herein to the SmartMLS Inc, for the purpose of offering the property for sale or lease through its participants during the period specified. This information has been furnished by the Seller and/or other sources and is not guaranteed by the Broker. Owner(s) agree that the information herein is true and correct to his/her/their knowledge. It is understood that there is no contractual relationship between the Owner(s) and the SmartMLS Inc. Receipt of a copy of this Property Data Form is Acknowledged by Owner(s).

Listing Broker or Authorized Agent Signature: _____ **Date:** _____

Seller's Signature: _____ **Date:** _____

Seller's Signature: _____ **Date:** _____