MIBOR

Metropolitan Indianapolis Board of REALTORS®

Multiple Listing Data Input Sheet

NON-MLS RESIDENTIAL

REALTOR®

EQUAL HOUSING OPPORTUNITY

MLS Information

(R) Status

☐ Active
☐ Incomplete

(R) Residential or Condominium

☐ Single Family Residential
☐ Condominium
Homeowner's Association is responsible for repair or maintenance of some or all of the building's exterior

(R) MLS Number

|__|__|__|__|__|__|__|
(System Assigned)

(R) Area

|__|__|__|__|
(See table on back page)

(R) List Price

$|__|__|__|__|__|__|__|__|__|

(R) County

|__|__|__|__|__|__|__|__|__|__|__|__|

(R) Tax ID Number

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) Map Coordinates (N/S)

☐ N
☐ S

(R) N/S Map Number

|__|__|__|__|

((R) Map Coordinates (E/W)

☐ E
☐ W

(R) E/W Map Number

|__|__|__|__|

(R) Street Number

|__|__|__|__|__|__|

(R) Street Name

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) Zip Code

|__|__|__|__|__|

(R) Legal Description

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) Lot Number

|__|__|__|__|__|__|__|__|

(R) Town

|__|__|__|__|__|__|__|__|__|__|__|

(R) Township

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) School District

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

(R) New Construction

☐ Yes
☐ No

(R) Year Built

|__|__|__|__|

(R) New Construction

☐ Yes
☐ No

(R) Construction Status

☐ Resale/Previously Occupied
☐ New/Permit Filed

New Construction Stage

☐ Permit Filed
☐ Foundation In
☐ Framed
☐ Under Roof
☐ Trim Stage
☐ Make Interior Selections
☐ Completed-Never Occupied
☐ See Remarks

Room Sizes & Descriptions

		Level	Floor	Window Treatments
Living Room	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Great Room	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Family Room	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Kitchen	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Breakfast Room	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Dining Room	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Master Bedroom	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Bedroom 2	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Bedroom 3	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
Bedroom 4	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
________ Optional Room 1	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
________ Optional Room 2	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
________ Optional Room 3	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		
________ Optional Room 4	|__|__| X |__|__|	|__|	|__|	☐ Yes ☐ No
		See Tables at the Right		

Room Sizes & Descriptions

(R) Main Level Sq. Ft.

|__|__|__|__|__|

(R) Upper Level Sq. Ft.

|__|__|__|__|__|

(R) Optional Level Sq. Ft.

|__|__|__|__|__|

(R) Optional Level

☐ Basement
☐ Walk-Out Basement
☐ Daylight Window Basement
☐ Cellar

(R) Square Footage Source

Choose 1
☐ Appraiser
☐ Assessor
☐ Broker
☐ Builder
☐ Floorplans

(R) Number of Bedrooms

|__|__|

(R) Number of Rooms

|__|__|

(R) Full Baths - Main Level

|__|__|

(R) Half Baths - Main Level

|__|__|

(R) Full Baths - Upper Level

|__|__|

(R) Half Baths - Upper Level

|__|__|

(R) Full Baths - Basement Level

|__|__|

(R) Half Baths - Basement Level

|__|__|

(R) Levels

Choose 1
☐ 1 Level
☐ 1 ½ Levels
☐ 1 Level + Loft
☐ 2 Levels
☐ 2 ½ Levels
☐ Bi-Level
☐ Multi-Level
☐ Tri-Level

(R) Basement

☐ Yes
☐ No

(R) Foundation

Choose up to 2
☐ Basement-Block
☐ Basement-Brick
☐ Basemnt -Poured Concrete
☐ Basement-Wood
☐ Crawl
☐ Crawl-Block
☐ Crawl-Brick
☐ Crawl-Poured Concrete
☐ Crawl-Wood
☐ Slab

(R) Number of Fireplace(s)

|__|

(R) Fireplace Description

Choose up to 4
☐ 2 Sided Fireplace
☐ Basement
☐ Blower Fan
☐ Den/Library
☐ Dining Room
☐ Electric
☐ Family Room
☐ Fireplace Insert
☐ Free Stand. Wood Stove
☐ Gas Log
☐ Gas Starter
☐ Great Room
☐ Kitchen
☐ Living Room
☐ Masonry Fireplace
☐ Master Bedroom
☐ No Fireplace
☐ Other
☐ Other Bedroom
☐ Rec Room
☐ Wood Burning

(R) Garage

☐ Yes
☐ No

(R) Garage Description

Choose up to 4
☐ 1 Car Attached
☐ 1 Car Built-In
☐ 1 Car Carport
☐ 1 Car Detached
☐ 2 Car Attached
☐ 2 Car Built-In
☐ 2 Car Carport
☐ 2 Car Detached
☐ 3 Car Attached
☐ 3 Car Built-In
☐ 3 Car Carport
☐ 3 Car Detached
☐ 4+ Car Attached
☐ 4+ Car Built-In
☐ 4+ Car Detached
☐ Assigned Park'g-inside
☐ Assigned Park'g-outside
☐ Finished Garage
☐ Floor Drain
☐ Garage Door Opener
☐ Heated
☐ Keyless Entry
☐ Load-Courtyard
☐ Load-Rear
☐ Load-Side
☐ Multiple
☐ None
☐ Storage Area
☐ Workshop

Directions

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

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Room Dimension Tables

Optional Rooms

Choose up to 4

5th Bedroom	Home Theater
6th Bedroom	Laundry Room
BonusRoom	Loft
Den/Library	Office
Exercise Room	Rec/Play Room
Finished Attic	Sunroom
Guest Room	Wine Cellar
Hearth Room	Workshop

Level Abbreviations

B = Basement
M = Main
U = Upper

Flooring Types

C = Carpeting
H = Hardwood
L = Laminate
O = Other
P = Parquet
T = Tile - Ceramic
V = Vinyl

Description

(R) Lifestyles

Choose 1

- ☐ Attached
- ☐ Detached
- ☐ Flat
- ☐ Garden, Patio, Zero Lot
- ☐ Loft
- ☐ Mid to High Rise
- ☐ Townhouse

(R) Architectural Styles

Choose 1

- ☐ A-Frame
- ☐ Arts & Crafts
- ☐ Bi-Level
- ☐ Bungalow
- ☐ Cape Cod
- ☐ Colonial
- ☐ Contemporary
- ☐ Earth Home
- ☐ English
- ☐ French
- ☐ Historic
- ☐ Log
- ☐ Manufactured
- ☐ Mission
- ☐ Modular
- ☐ Multi-Level
- ☐ Ranch
- ☐ Rustic
- ☐ Spanish
- ☐ Traditional American
- ☐ Tri-Level
- ☐ Two-Story
- ☐ Victorian
- ☐ Western

(R) Appliances

Choose up to 10

- ☐ Cook Top-Electric
- ☐ Cook Top-Gas
- ☐ Dishwasher
- ☐ Dryer
- ☐ Garbage Disposal
- ☐ Jennaire Type
- ☐ Kitchen Exhaust
- ☐ Microwave Hood
- ☐ Microwave
- ☐ None
- ☐ Oven-Built-in(s)
- ☐ Oven-Convection Feat.
- ☐ Oven-Double
- ☐ Oven/Range-Elec
- ☐ Oven/Range-Gas
- ☐ Range Hood Fan
- ☐ Refrigerator
- ☐ Refrigerator-Bar
- ☐ Refrigerator-Built-In
- ☐ Separate Freezer
- ☐ Sep. Ice Machine
- ☐ Trash Compactor
- ☐ Warming Drawer
- ☐ Washer
- ☐ Wine Cooler Unit

(R) Eating Areas

Choose up to 4

- ☐ Breakfast Bar
- ☐ Breakfast Room
- ☐ Center Island
- ☐ Dining Combo/Family Room
- ☐ Dining Combo/Great Rm
- ☐ Dining Combo/Kitchen
- ☐ Dining Combo/Living Rm
- ☐ Dining-L
- ☐ Eat- In Kitchen
- ☐ Formal Dining Room
- ☐ Kitchen Country
- ☐ Kitchen Galley
- ☐ Kitchen Updated
- ☐ Kitchen Some Updates
- ☐ Pantry
- ☐ Pantry Walk-In

(R) Equipment

Choose up to 10

- ☐ Carbon Monoxide Sensor
- ☐ Central Vacuum
- ☐ Chair Lift
- ☐ Dumb Waiter
- ☐ Elevator
- ☐ Gas Grill
- ☐ Heat Sensors
- ☐ Hot Tub
- ☐ Intercom
- ☐ Iron Filter
- ☐ Multiple Phone Lines
- ☐ Network Ready
- ☐ Not Applicable
- ☐ Radon System
- ☐ Satellite Dish Paid
- ☐ Satellite Dish Rented
- ☐ Sauna
- ☐ Security Alarm Monitored
- ☐ Security Alarm Paid
- ☐ Security Alarm Rented
- ☐ Smoke Alarm
- ☐ Sump Pumps-Dual
- ☐ Sump Pump w/Battery Backup
- ☐ Sump Pump
- ☐ Satellite Dish-No Controls
- ☐ Surround Sound
- ☐ Theater Equipment
- ☐ Wet Bar
- ☐ Water Purification System
- ☐ Water Softener Paid
- ☐ Water Softener Rented

(R) Interior

Choose up to 6

- ☐ Attic Pull Down Stairs
- ☐ Attic Access
- ☐ Attic Stairway
- ☐ Built-In Bookshelves
- ☐ Ceiling Cathedral
- ☐ Ceiling Raised (9'+)
- ☐ Ceiling Tray
- ☐ Ceiling Vaulted
- ☐ Handicap Accessible
- ☐ Hardwood Floors
- ☐ Screens Complete
- ☐ Screens Some
- ☐ Skylights
- ☐ Storms Some
- ☐ Storms Complete
- ☐ Walk-In Closet(s)
- ☐ Woodwork Painted
- ☐ Woodwork Stained
- ☐ Woodwork Stained/Painted
- ☐ Window Bay/Bow
- ☐ Window Greenhouse
- ☐ Windows Metal
- ☐ Windows Thermal
- ☐ Windows Vinyl
- ☐ Windows Wood

(R) Exterior

Choose up to 2

- ☐ Aluminum
- ☐ Brick
- ☐ Cedar
- ☐ Concrete Block
- ☐ Composition Cement
- ☐ Composition Siding/Cement
- ☐ Composition Siding/Wood
- ☐ Composition Wood
- ☐ Cultured Stone
- ☐ Drivit Type
- ☐ Other
- ☐ Shingle/Shake
- ☐ Stone
- ☐ Stucco Style
- ☐ Vinyl
- ☐ Vinyl with Brick
- ☐ Vinyl with Stone
- ☐ Wood
- ☐ Wood with Brick
- ☐ Wood with Stone

(R) Lot Size

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|

(R) Acres

Choose 1

- ☐ ½ - 1
- ☐ 1 - 3
- ☐ 3 - 5
- ☐ 5 - 10
- ☐ 10 - 20
- ☐ Less than ½ Acre
- ☐ More than 20 Acres
- ☐ Condo/HPR/Coop (Undivided Interest)

(R) Total # of Acres

|__|__|__|__|__|__|__| . |__|__|

Utilities

(R) Heat

Choose up to 3

- ☐ Baseboard
- ☐ Conversion
- ☐ Dual System
- ☐ Electronic Air Filter
- ☐ Forced Air
- ☐ Geothermal
- ☐ Gravity
- ☐ Heat Pump
- ☐ Hot Water Boiler
- ☐ Humidifier
- ☐ No Heat Source
- ☐ Other
- ☐ Radiators
- ☐ Radiant Ceiling
- ☐ Radiant Flooring
- ☐ Space/Wall Unit
- ☐ Simple Vent - No Duct Work
- ☐ Wood Insert
- ☐ Wood Stove

(R) Fuel

Choose up to 2

- ☐ Electric
- ☐ Gas
- ☐ No Fuel Source
- ☐ Oil
- ☐ Other
- ☐ Propane
- ☐ Solar
- ☐ Wood

(R) Cooling

Choose up to 3

- ☐ Attic Fan
- ☐ Ceiling Paddle Fan(s)
- ☐ Central Electric
- ☐ Geothermal
- ☐ Heat Pump
- ☐ No Cooling
- ☐ Power Roof Ventilation
- ☐ Wall Unit(s)
- ☐ Window Unit(s)

(R) Primary Water Source

Choose 1

- ☐ Community Water
- ☐ Municipal Water Connected
- ☐ No Water Source
- ☐ Other
- ☐ Private Well

(R) Primary Sewage Disposal

Choose 1

- ☐ Community Sewer
- ☐ Municipal Sewer Connected
- ☐ No Sewage Disposal
- ☐ Other
- ☐ Private Sewer
- ☐ Septic

(R) Water Heater

Choose 1

- ☐ Electric
- ☐ Gas
- ☐ No Water Heater
- ☐ Other
- ☐ Propane
- ☐ Solar

Financial Information

(R) Ownership Interest Types

Choose up to 2

- ☐ Horizontal Property Regime
- ☐ Planned Unit Development
- ☐ Cooperative
- ☐ None
- ☐ Mandatory Fee
- ☐ Voluntary fee
- ☐ No Association
- ☐ Active Special Assessment

(R) Semi-Annual Tax

$|__|__|__|__|__|__|

(R) Solid Waste

- ☐ Yes
- ☐ No

(R) Tax Exemption

Choose up to 3

- ☐ Homestead Tax Exemption
- ☐ Homestead Tax Exemption Filed-Not Reflected
- ☐ Mortgage Tax Exemption
- ☐ Mortgage Tax Exemption Filed-Not Reflected
- ☐ None
- ☐ Other Tax Exemption
- ☐ Veteran Tax Exemption

(R) Tax Year Due & Payable

|__|__|__|__|

(R) Mandatory Fee

$|__|__|__|__|__|__|

Office Information

(R) Agent ID

|__|__|__|__|__|__|__|__|

(R) Listing Office ID

|__|__|__|__|__|__|__|

(R) Listing Date

|__|__| / |__|__| / |__|__|

(R) Expiration Date

|__|__| / |__|__| / |__|__|

(R) List Type

Choose 1

- ☐ Exclusive Right to Sell
- ☐ Exclusive Agency
- ☐ Exclusive Right to Sell - Exclusion

(R) Buyer Agent Commission

|__|__|__|__|__|__|

(R) Variable Rate Commission

- ☐ Yes
- ☐ No

(R) Photo

Choose 1

- ☐ Photo By Broker
- ☐ No Photo
- ☐ Take Photo
- ☐ Under Construction

(R) Disclosures

Choose up to 4

- ☐ Agent Owned
- ☐ As-Is
- ☐ Bank Owned
- ☐ Barrett Assessment
- ☐ Corporate Control
- ☐ Corporate Owned
- ☐ Covenants & Restrict.
- ☐ Defects-Call Office
- ☐ Defects-None Noted
- ☐ Defects-See Remarks
- ☐ Exclusions-Call Office
- ☐ Fixer Upper
- ☐ Flood Insur. Required
- ☐ Flood Plain Partial
- ☐ Flood Plain
- ☐ For Auction
- ☐ HUD Owned
- ☐ Needs Cosmetics
- ☐ Needs Updating
- ☐ Other
- ☐ Other Assessments
- ☐ Pre-Foreclosure
- ☐ Probate
- ☐ Sales Discl Not Req
- ☐ Sales Discl On File
- ☐ Special Assessments

(R) Inspections/Warranties

Choose up to 3

- ☐ General
- ☐ Inspection Mechanical
- ☐ Inspection Radon
- ☐ Inspection Septic
- ☐ Inspection Structural
- ☐ Inspection Termite
- ☐ Inspection & Test Well
- ☐ Lead Base Paint
- ☐ Not Applicable
- ☐ Other
- ☐ See Remarks
- ☐ Warranty Builder's
- ☐ Warranty Home
- ☐ Water Test - Bacteria
- ☐ Water Test - Lead

(R) Possession

Choose up to 2

- ☐ At Closing
- ☐ Negotiable
- ☐ Other
- ☐ Per Diem Rent Back
- ☐ Upon Possession of Other Home
- ☐ Specific Date
- ☐ Tenant's Rights

(R) Listing on Internet

- ☐ Yes
- ☐ No

(R) Public Remarks on Internet

- ☐ Yes
- ☐ No

Pending Information

(R) Pending Date

|__|__| / |__|__| / |__|__|

(R) Selling Agent ID

|__|__|__|__|__|__|__|__|__|__|

(R) Selling Office ID

|__|__|__|__|__|__|

Sold Information

(R) Date Closed

|__|__| / |__|__| / |__|__|

(R) Mortgage Amount

$ |__|__|__|__|__|__|__|__|__|__|

(R) Number of Years

|__|__|

(R) Interest Rate

|__|__| . |__|__|

(R) Sale Price

$ |__|__|__|__|__|__|__|__|__|__|

(R) Buyer Discount Points

$ |__|__|__|__|__|__|

(R) Seller Discount Points

$ |__|__|__|__|__|__|

(R) Closing Costs

$|__|__|__|__|__|__|

(R) Repairs/Allowances

$|__|__|__|__|__|__|

(R) Seller Motivation

Choose 1

- ☐ High
- ☐ Medium
- ☐ Low

(R) Sold Terms

Choose 1

- ☐ Assumable
- ☐ Cash
- ☐ Contract/Private
- ☐ Conventional
- ☐ FHA
- ☐ Insured Conventional
- ☐ Indiana Housing Financing Authority
- ☐ Lease with Option
- ☐ Special (Ex: Nehemiah Program)
- ☐ VA

If "Special" is checked at left, explain:

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|__|

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