



MIBOR

BROKER LISTING COOPERATIVE

Residential or Condo Profile Sheet - Sale or Lease

Agent / Office Info

| | |
|--|-----------------------|
| (R) List Agent ID | List Agent Name |
| _____ | _____ |
| Showings Phone Number | Feedback Phone Number |
| ____ / ____ / ____ | ____ / ____ / ____ |
| Feedback Email (enter ONLY if different than the list agent email address) | |
| _____ | |

| | |
|----------------|------------------|
| Team Leader ID | Team Leader Name |
| _____ | _____ |

| | |
|-------------|---------------|
| Co-Agent ID | Co-Agent Name |
| _____ | _____ |

Contact #1 Type (Choose up to 2)

| | |
|---|---|
| <input type="checkbox"/> Appointment Center | <input type="checkbox"/> Management Company |
| <input type="checkbox"/> Auction | <input type="checkbox"/> Model |
| <input type="checkbox"/> CSS Online | <input type="checkbox"/> Team Name |
| <input type="checkbox"/> Feedback | <input type="checkbox"/> Other |
| Contact #1 Name | Contact #1 Phone |
| _____ | ____ / ____ / ____ |

Contact #2 Type (Choose up to 2)

| | |
|---|---|
| <input type="checkbox"/> Appointment Center | <input type="checkbox"/> Management Company |
| <input type="checkbox"/> Auction | <input type="checkbox"/> Model |
| <input type="checkbox"/> CSS Online | <input type="checkbox"/> Team Name |
| <input type="checkbox"/> Feedback | <input type="checkbox"/> Other |
| Contact #2 Name | Contact #2 Phone |
| _____ | ____ / ____ / ____ |

Contract Info: Listing Information

| | | | |
|---|--|---|--|
| (R) Condo Lifestyle (HOA Maintains Building Exterior?) | (R) List Date | (R) Expiration Date | (R) List/Lease Price |
| <input type="checkbox"/> Yes (Condo) <input type="checkbox"/> No (Residential) | ____ / ____ / ____ | ____ / ____ / ____ | \$ _____ |
| (R) Transaction Type (Choose 1) | (R) Listing Type | REO/Relocation | (R) Affected by Disclosures |
| <input type="checkbox"/> Lease <input type="checkbox"/> Sale | <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> Exclusive Right to Lease <input type="checkbox"/> Exclusive Right to Sell | <input type="checkbox"/> Exclusive Right to Sell with Exclusion <input type="checkbox"/> One Party | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input type="checkbox"/> No |

Contract Info: Listing Information Continued

| | | |
|--|--|---|
| Disclosures (Choose 1) (Required if Affected by Disclosures is yes) | Disclosure Other (Choose up to 5) | Sales Disclosure Not Required |
| <input type="checkbox"/> Bank Owned <input type="checkbox"/> Corporate Owned <input type="checkbox"/> HUD Owned <input type="checkbox"/> Relo Controlled <input type="checkbox"/> Relo Owned <input type="checkbox"/> VA Owned <input type="checkbox"/> Not Applicable | <input type="checkbox"/> As-Is <input type="checkbox"/> Auction <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Broker Owned <input type="checkbox"/> Cosmetics Needed <input type="checkbox"/> Defects/CallOffice <input type="checkbox"/> Defects/None Noted <input type="checkbox"/> Defects/See Remarks <input type="checkbox"/> Estate <input type="checkbox"/> Exclusions, Call Office | <input type="checkbox"/> Flood Insurance Required <input type="checkbox"/> Flood Plain <input type="checkbox"/> Flood Plain Partial <input type="checkbox"/> Historic District <input type="checkbox"/> Income Restrictions <input type="checkbox"/> Package <input type="checkbox"/> Probate <input type="checkbox"/> Receivorship <input type="checkbox"/> Refusal to Sell |
| | | <input type="checkbox"/> Sales Disclosure In Supplements <input type="checkbox"/> Sales Disclosure On File <input type="checkbox"/> Short Sale Approved <input type="checkbox"/> Short Sale Possible <input type="checkbox"/> Tap Fee <input type="checkbox"/> Updating Needed <input type="checkbox"/> None <input type="checkbox"/> Other / See Remarks <input type="checkbox"/> Not Applicable |

| | |
|--|---|
| Inspections / Warranties (Choose up to 3) | (R) Possession (Choose up to 2) |
| <input type="checkbox"/> Environmental <input type="checkbox"/> General <input type="checkbox"/> Inspection - Mechanical <input type="checkbox"/> Inspection - Radon <input type="checkbox"/> Inspection - Septic <input type="checkbox"/> Inspection - Structural <input type="checkbox"/> Inspection - Termite <input type="checkbox"/> Inspection - Test Well <input type="checkbox"/> Lead-Based Paint <input type="checkbox"/> Warranty - Builders | <input type="checkbox"/> Closing, At <input type="checkbox"/> Date, Specific <input type="checkbox"/> Negotiable <input type="checkbox"/> Other Home, Upon Possession of <input type="checkbox"/> Warranty - Homebuyer <input type="checkbox"/> Water Test - Bacteria <input type="checkbox"/> Water Test - Lead <input type="checkbox"/> Other / See Remarks <input type="checkbox"/> Not Applicable <input type="checkbox"/> Rent Back, Per Diem <input type="checkbox"/> Tenant's Rights <input type="checkbox"/> Other/See Remarks |

Contract Info: Internet

| | | |
|--|---|--|
| (R) Available for Showing | (R) Available for Showing Date | (R) Is there Direct Soliciting? |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | ____ / ____ / ____ | Is there a "For Sale by Owner" or other sign or notice on the property indicating the seller is soliciting direct contact from buyers? <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Allow Listing on Public Internet? | Allow Address on Public Internet? (Required if on public internet) | Allow Property Description on Internet? (Required if on public internet) |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

General : Remarks Continued

Agent Remarks (500 Characters)

General: Virtual Tour / Web Link Information

Branded Virtual Tour URL http:// _____ Web URL http:// _____
 Unbranded Virtual Tour URL http:// _____ HOA URL http:// _____
 Interactive Virtual Tour URL http:// _____

Rooms / Square Feet

| | | | | | | | | | |
|------------------------------------|------------------------------------|-----------------------------------|-----------------------------|--------------------------------------|------------------------------------|--|---|---|--|
| (R) Levels | | (R) Basement | | (R) SqFt Source | | % Below Grade Finished | | Master Bed/Bath Description (Choose up to 5) | |
| <input type="checkbox"/> 1 Level | <input type="checkbox"/> 3 Levels | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Appraisal | <input type="checkbox"/> 0 - 25 % | <input type="checkbox"/> Balcony | <input type="checkbox"/> Shower Stall, Full | <input type="checkbox"/> 1 Level + Loft | <input type="checkbox"/> Sinks, Double |
| <input type="checkbox"/> 1½ Levels | <input type="checkbox"/> 4 Levels | | | <input type="checkbox"/> Assessor | <input type="checkbox"/> 25 - 50 % | <input type="checkbox"/> Bedroom, 2nd Master | <input type="checkbox"/> Sitting Room | <input type="checkbox"/> 2 Levels | <input type="checkbox"/> Suite |
| <input type="checkbox"/> 2 Levels | <input type="checkbox"/> Bi-Level | | | <input type="checkbox"/> Broker | <input type="checkbox"/> 50 - 75 % | <input type="checkbox"/> Bedroom, Split | <input type="checkbox"/> Tub, Full | <input type="checkbox"/> 2½ Levels | <input type="checkbox"/> Multi-Lvl |
| <input type="checkbox"/> 2½ Levels | <input type="checkbox"/> Tri-Level | | | <input type="checkbox"/> Builder | <input type="checkbox"/> 75 + % | <input type="checkbox"/> Closet(s), Walk-In | <input type="checkbox"/> Tub, Full, Separate Shwr | | <input type="checkbox"/> Deck |
| | | | | <input type="checkbox"/> Floor Plans | <input type="checkbox"/> 100% | <input type="checkbox"/> Fireplaces | <input type="checkbox"/> Tub, Full, with Shower | | <input type="checkbox"/> Handicap Accessible |
| (R) SqFt Main | SqFt Upper | (R) (SqFt Below Grade | | SqFt Garage | | <input type="checkbox"/> Patio | <input type="checkbox"/> Tub, Garden | | <input type="checkbox"/> Porch |
| _____ | _____ | _____ | | _____ | | <input type="checkbox"/> Other / See Remarks | | | |
| (R) Beds Main | (R) Beds Upper | (R) Beds Below Grade | | | | | | | |
| _____ | _____ | _____ | | | | | | | |
| (R) Full Baths Main | (R) Full Baths Upper | (R) Full Baths Below Grade | (R) Rooms Main | (R) Rooms Upper | (R) Rooms Basement | | | | |
| _____ | _____ | _____ | _____ | _____ | _____ | | | | |
| (R) Half Baths Main | (R) Half Baths Upper | (R) Half Baths Below Grade | | | | | | | |
| _____ | _____ | _____ | | | | | | | |

(R) Room Type (Master Bedroom and Kitchen are Required)

| | | | | | | | | | |
|--|---------------------------------------|---------------------------------------|---|--|---------------------------------------|---------------------------------------|-----------------------------------|--|---------------------------------------|
| <input type="checkbox"/> Attic, Finished | <input type="checkbox"/> Bedroom, 2nd | <input type="checkbox"/> Bedroom, 5th | <input type="checkbox"/> Breakfast Room | <input type="checkbox"/> Exercise Room | <input type="checkbox"/> Guest Room | <input type="checkbox"/> Kitchen | <input type="checkbox"/> Loft | <input type="checkbox"/> Rec/Play Room | <input type="checkbox"/> Utility Room |
| <input type="checkbox"/> Balcony, Enclosed | <input type="checkbox"/> Bedroom, 3rd | <input type="checkbox"/> Bedroom, 6th | <input type="checkbox"/> Den/Library | <input type="checkbox"/> Family Room | <input type="checkbox"/> Hearth Room | <input type="checkbox"/> Laundry Room | <input type="checkbox"/> Mud Room | <input type="checkbox"/> Sitting Room | <input type="checkbox"/> Wine Cellar |
| <input type="checkbox"/> Bedroom, Master | <input type="checkbox"/> Bedroom, 4th | <input type="checkbox"/> Bonus Room | <input type="checkbox"/> Dining Room | <input type="checkbox"/> Great Room | <input type="checkbox"/> Home Theatre | <input type="checkbox"/> Living Room | <input type="checkbox"/> Office | <input type="checkbox"/> Sun Room | <input type="checkbox"/> Workshop |
| <input type="checkbox"/> Entrance Foyer | | | | | | | | | |

| | | | | |
|---------------------------|-----------------------|------------------|-------------------------|--|
| (R) Master Bedroom | (R) Dimensions | (R) Level | (R) Floors | (R) Window Coverings |
| _____ | X | B - Below Grade | B - Brick | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| (R) Kitchen | X | M - Main | C - Carpeting | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | U - Upper | E - Engineered Hardwood | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | H - Hardwood | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | L - Laminate | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | LH - Laminated Hardwood | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | M - Marble/Stone | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | P - Parquet | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | T - Tile/Ceramic | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | V - Vinyl | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | VH - Vinyl Hardwood | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | O - Other / See Remarks | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| _____ | X | | | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Taxes

| | | | |
|---------------------------------|--|---|--|
| (R) Semi-Annual Tax | (R) Additional Solid Waste Tax? | Tax Exemption (Choose up to 3) | |
| \$ _____ | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Historic Tax Credit | <input type="checkbox"/> Mortgage Tax Exemption Filed, Not Reflected |
| (R) Tax Year Due/Payable | Additional Solid Waste Tax Amount | <input type="checkbox"/> Homestead Tax Exemption | <input type="checkbox"/> Veteran Tax Exemption |
| \$ _____ | \$ _____ | <input type="checkbox"/> Homestead Tax Exemption Filed, Not Reflected | <input type="checkbox"/> Other Tax Exemption / See Remarks |
| | | <input type="checkbox"/> Mortgage Tax Exemption | <input type="checkbox"/> None |

Finance

| | | | | |
|--|---|---|--|---|
| Possible Financing (Choose up to 4) | <input type="checkbox"/> Assume Approval | <input type="checkbox"/> Conventional, Insured (ICON) | <input type="checkbox"/> Lease Purchase | <input type="checkbox"/> See Remarks |
| | <input type="checkbox"/> Assume No Approval | <input type="checkbox"/> Exchange, 1031 | <input type="checkbox"/> Lease with Option | <input type="checkbox"/> Not Applicable |
| | <input type="checkbox"/> Cash Only | <input type="checkbox"/> Farmers Home Loan Admin (FarmHA) | <input type="checkbox"/> Rehab, 203K | |
| | <input type="checkbox"/> Closing Costs, Seller Will Pay | <input type="checkbox"/> Federal Housing Administration (FedHA) | <input type="checkbox"/> U S Dept Agriculture Rural Housing (USDA) | |
| | <input type="checkbox"/> Contract / Private | <input type="checkbox"/> Income Restrictions | <input type="checkbox"/> Veteran Administration (VA) | |
| | <input type="checkbox"/> Conventional | <input type="checkbox"/> Indiana Housing Finance Authority (IHFA) | <input type="checkbox"/> Other | |

Association

(R) Mandatory Fee

\$ _____

Mandatory Fee Paid

(Required if there is a mandatory fee)

| | |
|------------------------------------|--|
| <input type="checkbox"/> Monthly | <input type="checkbox"/> Semi Annually |
| <input type="checkbox"/> Quarterly | <input type="checkbox"/> Annually |

(R) Ownership Interest Types

| |
|--|
| <input type="checkbox"/> Mandatory Fee |
| <input type="checkbox"/> Voluntary Fee |
| <input type="checkbox"/> No Association |
| <input type="checkbox"/> Other / See Remarks |

More Than One Association?

Yes No

Mandatory Fee Includes

| | |
|---|--|
| <input type="checkbox"/> Association Builder Controls | <input type="checkbox"/> Lawn Care |
| <input type="checkbox"/> Association Home Owners | <input type="checkbox"/> Maintenance All Ground |
| <input type="checkbox"/> Cable Common | <input type="checkbox"/> Maintenance Building Exterior |
| <input type="checkbox"/> Clubhouse | <input type="checkbox"/> Maintenance Common Area |
| <input type="checkbox"/> Cooling Common | <input type="checkbox"/> Nature Area |
| <input type="checkbox"/> Custodian | <input type="checkbox"/> Park Playground |
| <input type="checkbox"/> Entrance Common | <input type="checkbox"/> Pool |
| <input type="checkbox"/> Entrance Private | <input type="checkbox"/> Professional Management |
| <input type="checkbox"/> Exercise | <input type="checkbox"/> Property Taxes Paid |
| <input type="checkbox"/> Golf | <input type="checkbox"/> Putting Green |
| <input type="checkbox"/> Heat Common | <input type="checkbox"/> Resident Manager |
| <input type="checkbox"/> Insurance Building Hazard | <input type="checkbox"/> Security |
| <input type="checkbox"/> Insurance Common Area | <input type="checkbox"/> Security Shared |
| <input type="checkbox"/> Irrigation | <input type="checkbox"/> Snow Removal |
| <input type="checkbox"/> Laundry/Connection In Unit | <input type="checkbox"/> Tennis |
| | <input type="checkbox"/> Walking Trails |

| |
|--|
| <input type="checkbox"/> Trash Removal |
| <input type="checkbox"/> Water Sewer Common |
| <input type="checkbox"/> Other / See Remarks |

HOA Disclosures

| |
|---|
| <input type="checkbox"/> Prepaid Assessment |
| <input type="checkbox"/> Covenants&Restrictions |
| <input type="checkbox"/> Rental Restrictions |
| <input type="checkbox"/> Rules&Regulations |
| <input type="checkbox"/> AssessmentSpecial |
| <input type="checkbox"/> 55+ Community |
| <input type="checkbox"/> AssessmentsOther |
| <input type="checkbox"/> Other/See Remarks |

HOA / Management Company

Management Company Phone

____ / ____ / ____

Features

Lot Information

(Choose up to 4)

| |
|--|
| <input type="checkbox"/> Corner |
| <input type="checkbox"/> Creek on Property |
| <input type="checkbox"/> Cul-de-Sac |
| <input type="checkbox"/> Curbs |
| <input type="checkbox"/> Dock, Access |
| <input type="checkbox"/> Dock, Leased |
| <input type="checkbox"/> Dock, Owned |
| <input type="checkbox"/> Gated Community |
| <input type="checkbox"/> Golf Course, On |
| <input type="checkbox"/> Irregular |
| <input type="checkbox"/> Lakefront |
| <input type="checkbox"/> Pond |
| <input type="checkbox"/> Reservoir, On |
| <input type="checkbox"/> Riverfront |
| <input type="checkbox"/> Sidewalks |
| <input type="checkbox"/> Storm Sewers |
| <input type="checkbox"/> Street Lights |
| <input type="checkbox"/> Subdivision, Not In |
| <input type="checkbox"/> Subdivision, Rural In |
| <input type="checkbox"/> Subdivision, Rural Not In |
| <input type="checkbox"/> Suburban |
| <input type="checkbox"/> Trail, On |
| <input type="checkbox"/> Trees, Mature |
| <input type="checkbox"/> Trees, Small |
| <input type="checkbox"/> Water Access |
| <input type="checkbox"/> Water View |
| <input type="checkbox"/> Wedge |
| <input type="checkbox"/> Wooded |
| <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Not Applicable |

(R) Architectural Style

(Choose up to 2)

| |
|--|
| <input type="checkbox"/> A-Frame |
| <input type="checkbox"/> Arts & Crafts/Craftsman |
| <input type="checkbox"/> Bungalow/Shotgun |
| <input type="checkbox"/> Cape Code |
| <input type="checkbox"/> Chateau |
| <input type="checkbox"/> Colonial |
| <input type="checkbox"/> Contemporary |
| <input type="checkbox"/> Dutch Colonial |
| <input type="checkbox"/> Earth Home |
| <input type="checkbox"/> English/Tudor |
| <input type="checkbox"/> Federal/Georgian |
| <input type="checkbox"/> French |
| <input type="checkbox"/> Gothic/Greek Revival |
| <input type="checkbox"/> Italianate |
| <input type="checkbox"/> Log/Chalet |
| <input type="checkbox"/> Manufactured |
| <input type="checkbox"/> Modular |
| <input type="checkbox"/> Mid-Century Modern |
| <input type="checkbox"/> Multi-Level |
| <input type="checkbox"/> National/Farmhouse |
| <input type="checkbox"/> Other |
| <input type="checkbox"/> Prairie |
| <input type="checkbox"/> Ranch |
| <input type="checkbox"/> Rustic |
| <input type="checkbox"/> Spanish |
| <input type="checkbox"/> Traditional American |
| <input type="checkbox"/> Victorian |

(R) Exterior

(Choose up to 2)

| |
|--|
| <input type="checkbox"/> Aluminum |
| <input type="checkbox"/> Brick |
| <input type="checkbox"/> Cedar |
| <input type="checkbox"/> Concrete Block |
| <input type="checkbox"/> Composition Siding/Cement |
| <input type="checkbox"/> Composition Siding/Wood |
| <input type="checkbox"/> Cultured Stone |
| <input type="checkbox"/> Drivit Type |
| <input type="checkbox"/> Shingle/Shake |
| <input type="checkbox"/> Stone |
| <input type="checkbox"/> Stucco Style |
| <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Vinyl with Brick |
| <input type="checkbox"/> Vinyl with Stone |
| <input type="checkbox"/> Wood |
| <input type="checkbox"/> Wood with Brick |
| <input type="checkbox"/> Wood with Stone |
| <input type="checkbox"/> Other / See Remarks |

Exterior Amenities

(Choose up to 4)

| |
|--|
| <input type="checkbox"/> Barn, Horse |
| <input type="checkbox"/> Barn, Mini |
| <input type="checkbox"/> Barn, Pole |
| <input type="checkbox"/> Barn, Storage |
| <input type="checkbox"/> Carriage / Guest House |
| <input type="checkbox"/> Clubhouse |
| <input type="checkbox"/> Driveway, Asphalt |
| <input type="checkbox"/> Driveway, Concrete |
| <input type="checkbox"/> Driveway, Exposed Aggregate |
| <input type="checkbox"/> Driveway, Gravel |
| <input type="checkbox"/> Driveway, Pavers |
| <input type="checkbox"/> Fence, Complete |
| <input type="checkbox"/> Fence, Full Rear |
| <input type="checkbox"/> Fence, Partial |
| <input type="checkbox"/> Fence, Privacy |
| <input type="checkbox"/> Fireplace/Pit, Outdoor |
| <input type="checkbox"/> Handicap Accessible |
| <input type="checkbox"/> Outbuilding with Utilities |
| <input type="checkbox"/> Planned, Not Completed |
| <input type="checkbox"/> Play Set |
| <input type="checkbox"/> Pool, Above Ground |
| <input type="checkbox"/> Pool, Below Ground |
| <input type="checkbox"/> Pool, Community |
| <input type="checkbox"/> Pool House |
| <input type="checkbox"/> Pool, Indoor |
| <input type="checkbox"/> Pool, Lap |
| <input type="checkbox"/> Putting Green |
| <input type="checkbox"/> Shed, Storage |
| <input type="checkbox"/> Sprinkler/Irrigation System |
| <input type="checkbox"/> Tennis, Community |
| <input type="checkbox"/> Tennis, Court |
| <input type="checkbox"/> Water Feature/Fountain |
| <input type="checkbox"/> Not Applicable |

Porch

(Choose up to 2)

| |
|--|
| <input type="checkbox"/> Balcony |
| <input type="checkbox"/> Breeze Way |
| <input type="checkbox"/> Cabana |
| <input type="checkbox"/> Deck, Main |
| <input type="checkbox"/> Deck, Multi-Level |
| <input type="checkbox"/> Deck, Upper |
| <input type="checkbox"/> Gazebo |
| <input type="checkbox"/> No Maintenance |
| <input type="checkbox"/> Patio, Covered |
| <input type="checkbox"/> Patio, Glass Enclosed |
| <input type="checkbox"/> Patio, Open |
| <input type="checkbox"/> Patio, Screened |
| <input type="checkbox"/> Porch, Covered |
| <input type="checkbox"/> Porch, Glass Enclosed |
| <input type="checkbox"/> Porch, Open |
| <input type="checkbox"/> Porch, Screened |
| <input type="checkbox"/> Porch, Wrap Around |
| <input type="checkbox"/> Rooftop |

(R) Garage

Yes No

Garage Spaces

| |
|-----------------------------|
| <input type="checkbox"/> 1 |
| <input type="checkbox"/> 2 |
| <input type="checkbox"/> 3 |
| <input type="checkbox"/> 4+ |

Garage/Parking Description

| |
|--|
| <input type="checkbox"/> Attached |
| <input type="checkbox"/> Built-In |
| <input type="checkbox"/> Carport |
| <input type="checkbox"/> Detached |
| <input type="checkbox"/> Multiple Garages |
| <input type="checkbox"/> None |
| <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Tandem |

Parking Other *(Choose up to 5)*

| | |
|--|--|
| <input type="checkbox"/> Assigned Parking Inside | <input type="checkbox"/> Keyless Entry |
| <input type="checkbox"/> Assigned Parking Outside | <input type="checkbox"/> Load Courtyard |
| <input type="checkbox"/> Common Lot | <input type="checkbox"/> Load Rear |
| <input type="checkbox"/> Electric Vehicle Service Equip (EVSE) | <input type="checkbox"/> Load Side |
| <input type="checkbox"/> Floor Drain | <input type="checkbox"/> Parking - Leased |
| <input type="checkbox"/> Garage Door Opener | <input type="checkbox"/> Parking - Street Only |
| <input type="checkbox"/> Garage, Finished | <input type="checkbox"/> Parking - Valet |
| <input type="checkbox"/> Garage, Integral | <input type="checkbox"/> Service Door |
| <input type="checkbox"/> Garage, Shared | <input type="checkbox"/> Storage Area |
| <input type="checkbox"/> Guest Parking on Premises | <input type="checkbox"/> Workshop |
| <input type="checkbox"/> Guest Parking on Street | <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Heated | |

Features Continued

(R) Foundation
(Choose up to 2)

- Basement - Block
- Basement - Brick
- Basement - Concrete, Poured
- Basement - Wood
- Concrete, Poured
- Crawl
- Crawl - Block
- Crawl - Brick
- Crawl - Concrete, Poured
- Crawl - Wood
- Full
- Partial
- Rock
- Slab
- Stone
- Wall, Block
- Wall, Block Concrete
- Wood
- Other
- See Remarks

Basement Description
(Choose up to 4)
(Required if there is a basement)

- Ceiling, 9'+
- Ceiling, Finished
- Cellar
- Finished
- Full
- Partial
- Plumbing Roughed In
- Tri-Level, Under
- Unfinished
- Walk Out
- Walls, Finished
- Window(s), Daylight
- Window(s), Egress

(R) Interior
(Choose up to 6)

- | | |
|--|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Attic Access <input type="checkbox"/> Attic, Pull-Down Stairs <input type="checkbox"/> Attic, Stairway <input type="checkbox"/> Bookshelves, Built-In <input type="checkbox"/> Ceiling, Cathedral <input type="checkbox"/> Ceiling, Raised (9'+) <input type="checkbox"/> Ceiling, Tray <input type="checkbox"/> Ceiling, Vaulted <input type="checkbox"/> Closet(s), Walk-In <input type="checkbox"/> Floors, Hardwood <input type="checkbox"/> Handicap Accessible <input type="checkbox"/> Screens, Complete <input type="checkbox"/> Screens, Some <input type="checkbox"/> Skylight(s) <input type="checkbox"/> Storage, Locker <input type="checkbox"/> Storage, Supplemental <input type="checkbox"/> Storms, Complete <input type="checkbox"/> Storms, Some <input type="checkbox"/> Wet Bar <input type="checkbox"/> Windows, Bay/Bow | <ul style="list-style-type: none"> <input type="checkbox"/> Windows, Greenhouse <input type="checkbox"/> Windows, Metal <input type="checkbox"/> Windows, Thermal <input type="checkbox"/> Windows Vinyl <input type="checkbox"/> Windows, Wood <input type="checkbox"/> Woodwork, Painted <input type="checkbox"/> Woodwork, Stained <input type="checkbox"/> Woodwork, Stained/Painted |
|--|--|

Areas (Interior)
(Choose up to 10)

- Bath, Jack-n-Jill
- Bath, Main, Double Sinks
- Bedroom, Other on Main
- Family Room, 2 Story
- Foyer, 2 Story
- Foyer, Large
- Foyer, Small
- Great Room, 2 Story
- In-Law Quarters
- Living Room 2 Story
- Living Room, Formal
- Laundry Closet
- Laundry in Basement
- Laundry in Garage
- Laundry in Unit
- Laundry Room on Main
- Laundry Room Up
- Utility Room
- Other / See Remarks

(R) Appliances
(Choose up to 10)

- Cook Top, Electric
- Cook Top, Gas
- Dishwasher
- Down Draft Exhaust
- Dryer
- Energy Star Appliances
- Freezer, Separate
- Garbage Disposal
- Ice Machine, Separate
- Kitchen Exhaust
- Laundry, Common
- Laundry Connection in Unit
- Microwave
- Microwave Hood
- Oven/Range, Electric
- Oven/Range, Gas
- Oven, Built-In
- Oven, Convection Feature
- Oven, Double
- Range Hood Fan
- Refrigerator
- Refrigerator, Bar
- Refrigerator, Built-In
- Trash Compactor
- Warming Drawer
- Washer
- Wine Cooler Unit
- None
- Other / See Remarks

(R) Eating Area
(Choose up to 4)

- Breakfast Room
- Dining Room/Family Room Combo
- Dining Room, Formal
- Dining Room/Great Room Combo
- Dining Room/Kitchen Combo
- Dining Room - L Shaped
- Dining Room/Living Room Combo
- Separate Room
- None
- Other / See Remarks

Kitchen Features

- Breakfast Bar
- Center Island
- Kitchen, Eat-In
- Kitchen, Country
- Kitchen, Galley
- Kitchen, Some Updates
- Kitchen, Updated
- Pantry
- Pantry, Walk-In
- None
- Other / See Remarks

(R) Equipment
(Choose up to 10)

- Carbon Monoxide Sensor
- Central Vacuum
- Chair Lift
- Dumb Waiter
- Elevator, Common
- Elevator, Private
- Elevator, Service
- Gas Grill
- Generator, Backup
- Heat Sensors
- Hot Tub
- Intercom
- Iron Filter
- Network Ready
- Phones Lines, Multiple
- Radon System
- Satellite Dish, No Controls
- Satellite Dish, Paid
- Satellite Dish, Rented
- Sauna
- Security Alarm, Monitored
- Security Alarm, Paid
- Security Alarm Rented
- Smoke Alarm
- Sump Pump
- Sump Pump with Backup
- Sump Pumps - Dual
- Surround Sound
- Theater Equipment
- Thermostat, Programmable
- Wet Bar
- Water Purification System
- Water Softener, Paid
- Water Softener, Rented
- Not Applicable

Fireplace Description
(Choose up to 4)
(Required if one or more fireplace(s))

- | | | |
|--|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> 2-Sided Fireplace <input type="checkbox"/> Basement <input type="checkbox"/> Bedroom, Master <input type="checkbox"/> Bedroom, Other <input type="checkbox"/> Blower Fan <input type="checkbox"/> Den/Library <input type="checkbox"/> Dining Room <input type="checkbox"/> Electric | <ul style="list-style-type: none"> <input type="checkbox"/> Family Room <input type="checkbox"/> Fireplace Insert <input type="checkbox"/> Free-Standing Wood Stove <input type="checkbox"/> Gas Log <input type="checkbox"/> Gas Starter <input type="checkbox"/> Great Room <input type="checkbox"/> Hearth Room <input type="checkbox"/> Kitchen | <p>(R) # of Fireplaces</p> <ul style="list-style-type: none"> <input type="checkbox"/> Living Room <input type="checkbox"/> Masonry Fireplace <input type="checkbox"/> Non-Functional <input type="checkbox"/> Rec Room <input type="checkbox"/> Wood Burning <input type="checkbox"/> Other / See Remarks <input type="checkbox"/> No Fireplace |
|--|---|--|

(R) Heat
(Choose up to 3)

- Air Filter, Electronic
- Baseboard
- Conversion
- Dual System
- Forced Air
- Geothermal
- Gravity
- Heat Pump
- High Efficiency (90%+ AFUE)
- Hot Water Boiler
- Humidifier
- Radiant Ceiling
- Radiant Flooring
- Radiators
- Simple Vent - No Duct Work
- Space/Wall Unit
- Wood Insert
- Wood Stove
- Other / See Remarks
- No Heat Source

(R) Fuel
(Choose up to 2)

- Electric
- Gas
- Oil
- Propane
- Propane Leased
- Propane Owned
- Renewable Source
- Solar
- Wood
- Other / See Remarks
- No Fuel Source

(R) Cooling
(Choose up to 3)

- Central Electric
- Fan, Attic
- Fan(s), Ceiling Paddle
- Geothermal
- Heat Pump
- High Efficiency (SEER 16+)
- Roof, Power Ventilation
- Wall Unit(s)
- Window Unit(s)
- Other / See Remarks
- No Cooling

Utility Options
(Choose up to 4)

- Cable Available
- Cable Connected
- Gas Available
- Gas Connected
- Internet, High Speed - Access Available
- Sewer, Municipal Available
- Water, Municipal Available
- Well, Private
- Secondary Source
- Other/See Remarks

(R) Primary Water Source
(Choose 1)

- Water, Community
- Water, Municipal Connected
- Well, Private
- Other / See Remarks
- No Water Source

(R) Primary Sewage Disposal
(Choose up to 1)

- Septic
- Sewer, Community
- Sewer, Municipal Connected
- Sewer, Private
- Other / See Remarks
- No Sewage Disposal

(R) Water Heater
(Choose 1)

- Electric
- Energy Star
- Gas
- Propane
- Solar
- Tankless
- Other / See Remarks
- No Water Heater

(R) Accessibility Options
(Choose 1)

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> 30" x 48" clear floor space (beyond the swing of door) <input type="checkbox"/> 31 5/8" door width <input type="checkbox"/> 36" wide hallway <input type="checkbox"/> Chair lift/Stair lift <input type="checkbox"/> Elevator <input type="checkbox"/> Faucets with lever control <input type="checkbox"/> Grab Bars at toilet <input type="checkbox"/> Grab bars in bath <input type="checkbox"/> Kitchen Appliances low/secure | <ul style="list-style-type: none"> <input type="checkbox"/> Lever door handles <input type="checkbox"/> Peep hole/door security <input type="checkbox"/> Roll-in shower <input type="checkbox"/> Signal lights for emergencies <input type="checkbox"/> Single type flooring <input type="checkbox"/> Tactile visual markers <input type="checkbox"/> Threshold 1/2" or less <input type="checkbox"/> Wheel Chair Ramp |
|---|--|

High Performance Indicators

(R) Green Certification
 Yes No

Building Certification
(Required if green certified)

| |
|--|
| <input type="checkbox"/> Home Energy Rating Service |
| <input type="checkbox"/> LEED for Homes |
| <input type="checkbox"/> NAHB National Green Bldg Std (ANSI) |
| <input type="checkbox"/> Certificate Attached |

Energy Efficient Features
(Required if green certified)

| | |
|--|--|
| <input type="checkbox"/> Electrical/Lighting | <input type="checkbox"/> Pool - Solar Heat |
| <input type="checkbox"/> Energy Star Doors | <input type="checkbox"/> Roofing |
| <input type="checkbox"/> Energy Star Windows | <input type="checkbox"/> Water Fixtures |
| <input type="checkbox"/> HVAC | <input type="checkbox"/> Water Heater |
| <input type="checkbox"/> Insulation | <input type="checkbox"/> WaterSense Toilet |
| <input type="checkbox"/> Low-E Windows | <input type="checkbox"/> Other/See Remarks |

Certifying Organization
(Required if green certified)

Certifying Date
 ____ / ____ / ____

Green Features
(Required if green certified)

| |
|--|
| <input type="checkbox"/> Low/No Volatile Organic Compounds (VOC) |
| <input type="checkbox"/> Pool - Salt Water |
| <input type="checkbox"/> Recycled Materials |
| <input type="checkbox"/> Other/See Remarks |

Smart Home Features

| | | |
|--|---|--|
| <input type="checkbox"/> Lock Electronic - Front Door | <input type="checkbox"/> Lighting Automated - All | <input type="checkbox"/> Appliances Wifi - Some |
| <input type="checkbox"/> Lock Electronic - Back Door | <input type="checkbox"/> Lighting Automated - Some | <input type="checkbox"/> Appliances Smart - All |
| <input type="checkbox"/> Lock Wifi - Front Door | <input type="checkbox"/> Lighting Voice Controlled - All | <input type="checkbox"/> Appliances Smart - Some |
| <input type="checkbox"/> Lock Wifi - Back Door | <input type="checkbox"/> Lighting Voice Controlled - Some | <input type="checkbox"/> Smoke Alarms Wifi |
| <input type="checkbox"/> Lock Wifi - Other Door | <input type="checkbox"/> Outlets Wifi - All | <input type="checkbox"/> CO2 Detectors Wifi |
| <input type="checkbox"/> Thermostat - Programmable | <input type="checkbox"/> Outlets Wifi - Some | <input type="checkbox"/> Smart Bridge Hub - Rented |
| <input type="checkbox"/> Thermostat - Wifi | <input type="checkbox"/> Outlets Voice Controlled - All | <input type="checkbox"/> Smart Bridge Hub - Owned |
| <input type="checkbox"/> Thermostat - Voice Controlled | <input type="checkbox"/> Outlets Voice Controlled - Some | <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Window Coverings Programmable | <input type="checkbox"/> Appliances Wifi - All | |

Condo / Lifestyle

Condo Type

| |
|-------------------------------------|
| <input type="checkbox"/> Co-op |
| <input type="checkbox"/> Horizontal |
| <input type="checkbox"/> Vertical |

Common Walls

| |
|---|
| <input type="checkbox"/> No Common Wall |
| <input type="checkbox"/> 1 Common Wall |
| <input type="checkbox"/> 2 Common Walls |
| <input type="checkbox"/> No One Above |
| <input type="checkbox"/> No One Below |

Condo Description/Location
(Choose up to 2)

| |
|---|
| <input type="checkbox"/> Building Common Entry |
| <input type="checkbox"/> Building Private Entry |
| <input type="checkbox"/> End Unit |
| <input type="checkbox"/> Free Standing |
| <input type="checkbox"/> Ground Level |
| <input type="checkbox"/> Lower Level |
| <input type="checkbox"/> Upper Level |
| <input type="checkbox"/> Other / See Remarks |

(R) Lifestyles
(Choose up to 2)

| |
|--|
| <input type="checkbox"/> Flat |
| <input type="checkbox"/> Fourplex |
| <input type="checkbox"/> Loft |
| <input type="checkbox"/> Midrise/Highrise |
| <input type="checkbox"/> Penthouse |
| <input type="checkbox"/> Townhouse |
| <input type="checkbox"/> Triplex |
| <input type="checkbox"/> Walkup |
| <input type="checkbox"/> Other/See Remarks |

Building Unit #

Floor Number

Unit Entry Level

FHA Certified
 Yes No

Lease Information

(R) Date Available
 ____ / ____ / ____

(R) Application Fee
 \$ _____

Property Management Company

(R) Landlord Pays
(Choose up to 3)

(R) Tenant Pays
(Choose up to 3)

(R) Minimum Months Lease

(R) Security Deposit
 \$ _____

Management Company Contact

| |
|--|
| <input type="checkbox"/> Alarm, Security |
| <input type="checkbox"/> Cable |
| <input type="checkbox"/> Carpet Cleaning |
| <input type="checkbox"/> Dues, Mandatory |
| <input type="checkbox"/> Electric |
| <input type="checkbox"/> Garage/Carport |
| <input type="checkbox"/> Gas |
| <input type="checkbox"/> HOA Fees |
| <input type="checkbox"/> Insurance, Hazard |
| <input type="checkbox"/> Insurance, Liability |
| <input type="checkbox"/> Insurance, Renters |
| <input type="checkbox"/> Insurance, Structural |
| <input type="checkbox"/> Lawn Care |
| <input type="checkbox"/> Oil |
| <input type="checkbox"/> Property Taxes |
| <input type="checkbox"/> Sewer |
| <input type="checkbox"/> Trash Pick-Up |
| <input type="checkbox"/> Utilities, All |
| <input type="checkbox"/> Utilities, None |
| <input type="checkbox"/> Water |
| <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Not Applicable |

| |
|--|
| <input type="checkbox"/> Alarm, Security |
| <input type="checkbox"/> Cable |
| <input type="checkbox"/> Carpet Cleaning |
| <input type="checkbox"/> Carport Available |
| <input type="checkbox"/> Dues, Mandatory |
| <input type="checkbox"/> Electric |
| <input type="checkbox"/> Garage, Available |
| <input type="checkbox"/> Garage/Carport |
| <input type="checkbox"/> Gas |
| <input type="checkbox"/> HOA Fees |
| <input type="checkbox"/> Insurance, Hazard |
| <input type="checkbox"/> Insurance, Liability |
| <input type="checkbox"/> Insurance, Renters |
| <input type="checkbox"/> Insurance, Structural |
| <input type="checkbox"/> Lawn Care |
| <input type="checkbox"/> Oil |
| <input type="checkbox"/> Rent Only |
| <input type="checkbox"/> Sewer |
| <input type="checkbox"/> Trash Pick-Up |
| <input type="checkbox"/> Utilities, All |
| <input type="checkbox"/> Utilities, None |
| <input type="checkbox"/> Water |
| <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Not Applicable |

(R) Lease Terms
(Choose up to 5)

| |
|--|
| <input type="checkbox"/> 6 Months |
| <input type="checkbox"/> 12 Months |
| <input type="checkbox"/> 18 Months |
| <input type="checkbox"/> 24 Months |
| <input type="checkbox"/> 36 Months |
| <input type="checkbox"/> 48 Months |
| <input type="checkbox"/> 60 Months |
| <input type="checkbox"/> Lease Purchase |
| <input type="checkbox"/> Lease with Option |
| <input type="checkbox"/> Month-to-Month |
| <input type="checkbox"/> Negotiable |
| <input type="checkbox"/> Quarterly |
| <input type="checkbox"/> Section 8 |
| <input type="checkbox"/> Weekly |
| <input type="checkbox"/> Other / See Remarks |
| <input type="checkbox"/> Not Applicable |

Security Deposit Refundable?
 Yes No

Management Company Email

Pet Deposit
 \$ _____

Application URL

Pet Deposit Refundable?
 Yes No

Due at Lease Signing

| |
|---|
| <input type="checkbox"/> Security Deposit |
| <input type="checkbox"/> Pet Deposit |
| <input type="checkbox"/> First Month Rent |
| <input type="checkbox"/> Last Month Rent |

(R) Pets
(Choose up to 2)

| |
|--|
| <input type="checkbox"/> Cats Only |
| <input type="checkbox"/> Dogs Only |
| <input type="checkbox"/> No |
| <input type="checkbox"/> With Approval |

Pet Rental Amount
 \$ _____

Furnished

| |
|--|
| <input type="checkbox"/> Furnished Unit |
| <input type="checkbox"/> Partially Furnished |
| <input type="checkbox"/> Unfurnished |

Smoking
 Yes No

Auction Information

Auction Company

Auction Company License #

Auction Manager

Auction Manager License #

Auction Type

Auction Date

Auction Time
