

RESIDENTIAL- DATA INPUT FORM

Apartment / Duplex / Fourplex – Manufactured Home / Man. Home in a Park / Recreation (w/ improvements) / SF Detached / SF Detached (w/acreage) / Townhouse / Triplex / Strata

All black boxes are Mandatory and must be filled out or listing may be delayed

Listing (MLS® number to fill from: _____)

Listing Agent (Primary) _____

Listing Agent (Co-List) _____

Listing Agent (Co-List 2) _____

Address: _____

City _____ Subdivision/Complex _____

Major/Region Area: _____ Minor/Sub Area _____

Property Sub Type (Choose 1)

- Single Family Detached
- Single Family Det. w/Acreage
- Apartment
- Townhouse
- Duplex
- Triplex
- Fourplex
- Manufactured Home
- Manufactured Home in a Park
- Recreational

Unit Count (Duplex/
Triplex/Fourplex ONLY)

Exclusions (255 characters max)

Inclusions (255 characters max)

Special Listing Conditions

- Standard
- Auction
- Court Ordered
- In Foreclosure
- Probate Listing
- Real Estate Owned
- Third Party Approval

Listing Terms

- | | |
|--------------|-----------------|
| Assumable | Mortgage |
| Cash | Owner May Carry |
| Conventional | Submit |
| Lease Back | Trade |

Parcel ID (PID)

Number of Parcels

Add I Parcels Yes No

Add'I Parcels ID's (PID)

(250 characters max)

Contingency Yes No

Contingency

Interest For Sale

Assets Shares

Possession

- 30 days
- 60 days
- Close plus 30 days
- Completion plus 1 day
- Negotiable
- On completion
- Other

Trades Description

Common Interest

- Condominium
- None
- Planned Development
- Stock Cooperative
- Timeshare/Hotel Strata

Title Type

- Freehold
- Leasehold

Title

- Agrmt. for Sale
- Bareland Strata
- Conventional
- Co-operative
- Fee-Simple
- Non-Strata
- Other (See Rmk)
- Strata
- Indigenous Land
- Lease

Owner Interest in Title

- Agreement For Sale
- Fee Simple
- Fee Simple Non-Strata
- Lease
- No Interest in Title
- Strata

Number of Titles

Fractional Int. Yes No

Fract. Int. Amt.

Assignment of Contract
 Yes No

Tax Legal Description

Strata Yes No

Association Yes No

Dev. Permit Yes No

Year Built

Year built Source

- Appraiser
- Assessor
- Builder
- Estimated
- Other
- Owner
- Public Record
- See Remarks

Property Condition

- Fixer
- New Construction
- Under Construction
- Updated/Remodeled
- Actual Age
- Approximate Age
- Heritage
- To Be Built
- Unknow/Mixed

Year Built Subst. Renovated

Builder Name

New Const. Yes No

Levies

- No Levies
- Payable
- Pending
- Pre-Paid

Non Financial Encumbrances

- Building Schemes
- Covenants
- Easement
- Mineral Rights
- Multiple
- None
- Other (See Remarks)
- Restrictive Covenant
- Right-of-Way
- Tenancies

Indigenous Land
 Yes No

Special Improvement
 Yes No

Agricultural Land Reserve
 Both In Out

Statutory Building Scheme
 Yes No

Survey Cert. Yes No

Disclosures

- Environmental Disclosure Available
- Land Sale Disclosure Available
- None
- Other
- Bylaw Infractions Disclosure Avail.
- No Seller Disclosure
- Not Required

Concessions
 Call LR No Yes

Owner Builder Yes No

Occupant Type

- Owner
- Tenant
- Vacant
- N/A
- Other

Tax Assessment Status

- Assessed
- To Be Assessed

Annual Property Tax

Tax Year

Tax Assessed Value

Land Assessment

Improvements

Redesignation/Rezoning

No
Unknown
Yes

Zoning Code

Zoning Description

Agricultural
Business
Commercial
Commercial & Office
Commercial or See Remarks
Industrial
Industrial Light
Multi-Family
Office
Recreational
Residential
Retail
See Remarks
Single Family

Pets Allowed

Breed Restrict.	Number Limit
Call	Size Limit
Cats OK	Not Applicable
Dogs OK	With Restrictions
No	Yes

Long Term Rentals Allowed

No	W / Restrictions
Not Applicable	Yes

Restrictions Desc.

Age Rest. Yes No

Age

18+	50+
35+	55+
40+	65+
45+	

Short Term Rentals

Yes No

Above Grade Finished Area (SqFt)

Abv Grade Fin Area Source

360 Virtual Scan
Appraiser
Builder
Listing Agent
Plans
Public Record
See Remarks

Above Grade Level 1 Area

Above Grade Level 2 Area

Above Grade Level 3 Area

Above Grade Level 4 Area

Below Grade Finished Area

Blw Grade Fin Area Source

360 Virtual Scan
Appraiser
Builder
Listing Agent
Plans
Public Record
See Remarks

Unfinished Area

Unfinished Area Source

360 Virtual Scan
Appraiser
Builder
Listing Agent
Plans
Public Record
See Remarks

Building Area total

Building Area Source

360 Virtual Scan
Appraiser
Builder
Listing Agent
Plans
Public Record
See Remarks

Architectural Style

A-Frame
Bungalow
Cabin
Contemporary
Cottage
Log
Modern
Other
Ranch
Bi-Level
Multi/Split
One and Half
Rancher with a Basement

Levels

1	3.5
2	4
Multi/split	4.5
1.5	5
2.5	5 Plus
3	

Entry Location**Entry Level****Common Walls**

- 1 Common Wall
- 2+ Common Walls
- Corner Unit
- End Unit
- No Common Walls
- No One Above
- No One Below

Property Attached

Yes No

Suites

Yes No

Suite Potential

Yes No

Suites Legal

Yes No

Construction Materials

Block	Frame-Wood
Brick	Log
Concrete	Manufactured
Conc. Precast	Modular
Const. Mixed	Other
Fiber Cement	Prefab
Frame-Steel	

Ext. Construction Materials

Aluminum	Mixed
Brick	Other
Cedar	Stone
Composite	Stucco
Concrete	Vinyl
Conc. Block	Wood
Fiber Cement	Wood Siding
Metal	

Exterior Features

Balcony	Hot Tub
Dock	1 Balcony
Fire Pit	3 Balconies
Garden	2 Balconies
Private Yard	Underground
Storage	Sprinklers
Encl. Balcony	Waterscape

Patio & Porch Features

Covered	Patio
Deck	Porch
None	Terrace
Other	Sundeck(s)

Roof

Asphalt/	Shingle
Fiberglass	Slate
Shingles	Tar/Gravel
Metal	Tile
Other	Torch on Roof
Shake	Wood

Pool Features

Above Ground	None
Diving Board	Other
Heated	Outdoor
In Ground	Pool
Indoor	Pool Equip
Kidney Shape	Salt Water
Lap	Slide

Basement

Cellar	Partial
Crawl Space	Partially Finish.
Dirt Floor	Remodeled
Finished	Sep. Entrance
Foyer Finished	Sump Pump
Full	Unfinished
Interior Entry	Walk-Out
None	Walk-Up
Other	Dugout

Foundation Details

Block	Concrete
None	ICF Block
Other	Treated Wood
Stone	

Fireplace Features

- Decorative
- Electric
- Free Standing
- Gas
- Insert
- Metal
- Pellet Stove
- Propane
- Wood Burning
- Mixed
- Rough In
- Unknown

Fireplaces Total

Security Features

- Building Security
- Carbon Monoxide Detector(s)
- Fire Sprinkler System
- Gated Community
- Secured Garage/Parking
- Security Gate
- Security Service
- Security System
- See Remarks
- Smoke Detector(s)
- Medical Alert System

Window Features

Aluminum Frames
 Bay Window(s)
 Blinds
 Double Pane Windows
 ENERGY STAR qualified windows
 Skylight(s)
 Tinted Windows
 Triple Pane Windows
 Window Treatments
 Wood Frames
 Solar Tube(s)

Appliances

Built-in Range
 Built-in Refrigerator
 Cooktop
 Dishwasher
 Double Oven
 Dryer
 Electric Cooktop
 Electric Oven
 Electric Range
 Electric Water Heater
 Freezer
 Gas Cooktop
 Gas Oven
 Gas Range
 Humidifier
 Induction Cooktop
 Instant Hot Water
 Microwave
 None
 Other
 Oven
 Range
 Range Hood
 Refrigerator
 Washer
 Washer/Dryer
 Washer/Dryer Stacked
 Water Purifier
 Water Softener
 Wine Cooler
 Built-in Oven
 Air Purifier
 De-Humidifier
 Home Theatre
 Intercom
 Satellite Dish

Flooring

Bamboo	None
Carpet	Other
Ceramic Tile	Part. Carpet
Concrete	Part. Wood
Cork	Porcelain Tile
Hardwood	Slate
Heavy Load.	Tile
Laminate	Vinyl
Linoleum	Wood
Mixed	

Interior Features

Double Vanity
 High Ceilings
 Hot Tub
 Jetted Tub
 Kitchen Island
 Pantry
 Sauna
 Vacuum Built-In
 Vacuum Roughed In
 Vaulted Ceiling(s)
 Wall Mounted TV
 Wet Bar

Ceiling Height Ft**Ceiling Height In****No. of Elevators****Cooling**

Central Air	Other
Geothermal	Wall Unit(s)
Heat Pump	Window Unit(s)

Heating

Baseboard	Propane
Ceiling	None
Electric	Solar
Mixed	Other
Floor Furnace (In-Floor)	Wood Radiant
Natural Gas	Radiant Ceiling
Forced Air	Radiant Floor
No Fuel	Rooftop HVAC
Geothermal	Space Heater
Oil	Wood Burning
Heat Pump	Stove
Hot Water	

Other Structures

Add'l Detached Dwelling
 Arena
 Barn(s)
 Boat House
 Coral(s)
 Equip. Shed
 Grain Storage
 Greenhouse
 Hay Storage
 Kennel/Dog Run
 Man. Home
 Other
 Outbuilding
 Playhouse
 Shed(s)
 Silo
 Stable(s)
 Tennis Court(s)
 Workshop

Accessibility Features

Accessible Approach with Ramp
 Accessible Elevator Installed
 Stairlift
 Adapted
 Barrier Free
 Details Unknown
 Lower Counters
 Lower Switches
 Other (See Remarks)
 Sensory
 Shower Stall Access
 Wheelchair Access
 Wheelchair Adaptable

Green Energy Efficient

Appliances	Insulation
Construction	Lighting
Doors	Roof
Exposure/Shade	Thermostat
HVAC	Water Heater
Incentives	Windows

Lot Number

Lot Size Area

Lot Size Units

Acres Sq Feet

Lot Size Dimensions (WxL)

Acres Cleared

Acres Covered

Acres Cultivated

Acres Freehold

Acres Irrigated

Acres Leasehold

Acres Treed

Acres Fenced

Acres Pastured

Water Body Type

Creek Pond
Channel Reach
Inlet River
Lagoon Other
Lake

Water Body Name

Water Frontage

Water Access
 Yes No

Waterfront Features

Creek Riverfront
Lake Stream
Lakefront Island
Lake Privileges Other
Pond Pond Nearby

Access

Boat Access No Access
Boat Access Other
Only Public Road
Lake Only Reg. Easement
Lane Access

Road Frontage

Road Frontage Type

Alley None
City Street Other
Easement Private Road
Freeway See Remarks
Highway Unimproved

View

Bridge(s) Valley
Canyon Vineyard
City Water
Creek/Stream River
Lake View
Mountain(s)

Fencing

Chain Link Rail
Fenced Wire
Multiple X-Fencing
None Bldg Scheme
Other

Lot Features

City Lot
Corner Lot
Cul-De-Sac
Farm
Few Trees
Irregular
Landscaped
Level
Many Trees
Near Golf Course
Near Public Transit
Private
Rolling Slope
Secluded

Lot Features continued

See Remarks
Sloped
Sloped Up
Views
Wooded
Adult Oriented
Cablevision
Central
Close to Airport
Close to Park
Close to Recreation
Close to Schools
Close to Shopping
Close to Ski Area
Easy Access
Family Oriented
High Traffic Area
Hillside
Internet
Man. Home Pad
Near Transit
No Thru Road
Park Setting
Paved Roads
Recreational
Rural Setting
Waterfront

Utilities

Cable Available
Cable Not Available
Electricity Available
Electricity Not Available
Natural Gas Available
Natural Gas Not Available
Phone Available
Phone Not Available
Sewer Available
Sewer Not Available
Water Available
Water Not Available
Cable at Lot Line
Electric Generator
Electricity at Lot Line
Natural Gas at Lot Line
Phone at Lot Line
Water at Lot Line

Water Source

Cistern
 Co-operative
 Community Water User's Utility
 Creek
 Dugout
 Government Managed
 Gravity intake
 Irrigation District
 Lake Intake
 Licensed
 Municipal
 No Water Supply
 None
 Other
 Private
 Private Utility
 Public
 Sand Point
 See Remarks
 Shallow Well
 Shared Community Water
 Shared Well
 Spring
 Via Easement
 Well

Sewer

None
 Other
 Public Sewer
 Septic
 Available
 Septic Permit Required
 Septic Tank and Field
 Sewer At Lot Line
 Sewer Not Connected

Water Quality (GPM)**Storm Drainage**

Connected
 No Storm Drainage
 Not Connected
 On-Site Disposal

Parking Total**Secured Parking Spaces****Open Parking Spaces****RV Parking Spaces****Garage Spaces****Garage Dimensions****Parking Features**

Additional Parking
 Attached
 Breezeway
 Carport
 Carport Attached
 Carport Detached
 Detached
 Garage Attached
 Garage Detached
 Garage Door Opener
 Heated
 None
 Offset
 On Street
 Other
 Oversized
 Parkade
 Rear
 RV Access/Parking
 Stall
 Underground
 Workshop In Garage

Carport Spaces**SHOWING****Lockbox Serial No.****Showing Instructions (250 max)****Showing Requirements**

Call Listing Agent
 Call Listing Office
 Call Manager
 Call Owner
 Call Tenant
 Key in Office
 Lockbox
 No Lockbox
 No Sign
 Pet(s) on Premises
 Restricted Hours
 See Remarks
 Showing Service
 Boundaries/Corners Marked
 No Appointment Necessary

Salesperson Safety

Cell Service Inconsistent
 Electricity Not On
 Heat Not Available
 Minimal or No Exterior Lighting
 Minimal or No Interior Lighting
 Other - See Remarks
 Remote/Limited Visibility from Road
 Vacant

Salesperson Safety Other**Directions (1024 characters)**

LINKS

Virtual Tour URL Branded

Virtual Tour URL Unbranded

Audio Tour URL

Additional Photos URL

Alternate Feature Sheet URL

DDF More Info URL

Floor Plan URL

Listing Brochure URL

Internet Entire Listing Display Yes No

Internet Address Display Yes No

X-Listing MLS#

Owner Contact Opt Out

Yes No

Owner Survey Opt Out

Yes No

Interboard MLS#

Public Remarks (1500 characters)

Private Remarks (1500 characters)

- STRATA -

Complex Name

Stores in Building

Units in Community

Units in Project

Bylaws Avail. Yes No

Strata/Assoc Parking Type

CP—Assigned by Strata/Assoc
CP—Developer Sublease
CP—Rented by Strata/Assoc
LCP—Limited Common Property
Part of Strata/Assoc Lot

ST Park Stalls IDs

Onsite/Guest Parking

Yes No

Underground Parking Spaces

Storage Locker Yes No

Strata/Assoc Storage Type

CP—Assigned by Strata/Assoc
CP—Developer Sublease
CP—Rented by Strata/Assoc
LCP—Limited Common Property
Part of Strata/Assoc Lot

Laundry Features

In Unit Other
None Shared

Strata/Assoc Amenities

Assisted Living	Fitness Center
BBQ	Food Services
Beach Access	Gated
Boat Slip	Guest Suite
Cable TV	Indoor Pool
Cleared	Landscaping
Clubhouse	Laundry
Coin Laundry	Maintenance
Common Entry	Marina
Crafts/Hobbies	None
Daycare	Nursing/Medical
Dog Park	Care Service
Elevator(s)	Other

Strata/Assoc Amenities Con't

Outdoor Pool	Security
Party Room	Security Gate
Playground	Snow Removal
Private Entry	Spa/Hot Tub
Private Yard	Sport Court
Rec Facilities	Storage
RV Parking	Tennis Court(s)
RV/Boat Storage	Trash
Sauna	Water
Secure Parking	Wheelchair Access
Secured Entry	Workshop Area

Strata Fee

Strata Fee Frequency

Annually	Quarterly
Bi-Monthly	Seasonal
Bi-Weekly	Semi-Annually
Daily	Semi-Monthly
Monthly	Weekly
One Time	

Strata Fee Includes

Cable TV	Other
Cont. Reserve	Rec. Facilities
Electricity	Sewer
Gas	Snow Removal
Heating	Taxes
Insurance	Trash
Maint. Grounds	Water
Management	

Other Fees

Fee Amt

Resort	_____
Assoc.	_____
Other	_____

Other Fee Frequency

Annually	Quarterly
Bi-Monthly	Seasonal
Bi-Weekly	Semi-Annually
Daily	Semi-Monthly
Monthly	Weekly
One Time	

Pets Allowed

Breed Restrict.	Number Limit
Call	Size Limit
Cats OK	Not Applicable
Dogs OK	With Restrictions
No	Yes

Long Term Rentals Allowed

No	W / Restrictions
Not Applicable	Yes

Restrictions Desc.

Age Rest.

Yes No

Age

18+	45+	65+
35+	50+	
40+	55+	

Restrictions

None
Other
Agricultural Land
Building Permit
Land Use Contract

Manufactured & Mobile HOMES

Body Type

Double Single Triple

MH Reg. # (MHR)

Serial Number(s)

Model

Length

Width

Make

Electrical Approval

CSA Other

Elect Label #

Pad Rental/Land Lease Amount