RESIDENTIAL SALE PROFILE SHEET

Required fields marked with (*) ○ = Choose one only ☐ = Can choose multiple

bright MLS

Submitted by	Entered by	MLS #
Date Received	Date Entered	Tax ID*

Address*

Directions*

Structure Type* ○ Detached ○ Twin/Semi-Detached ○ End of Row/Townhouse ○ Interior Row/Townhouse ○ Unit/Flat/Apartment ○ Penthouse Unit/Flat/Apartment ○ Manufactured ○ Mobile Pre 1976 ○ Garage/Parking Space ○ Other

Ownership Interest* ○ Condominium ○ Cooperative ○ Fee Simple ○ Fractional ○ Ground Rent ○ Land Lease ○ Timeshare ○ Other

List Price*

Status* ○ Active ○ Active Under Contract ○ Cancelled ○ Closed ○ Coming Soon ○ Pending ○ Temp Off Market ○ Withdrawn

Listing Agreement Type* ○ Exclusive Agency ○ Exclusive Right

Listing Term Begins*

Expiration Date*

Comparable* ○ Y ○ N

Investor Ratio

Vacation Rental ○ Y ○ N

Annual Rental Income

Short Sale* ○ Y ○ N

REO (Real Estate Owned)* ○ Y ○ N

Sale Type* ☐ Auction ☐ Bankruptcy ☐ HUD Owned ☐ In Foreclosure ☐ Notice of Default ☐ Probate Listing ☐ Standard ☐ Third Party Approval

Acceptable Financing
☐ Assumption ☐ Bank Portfolio ☐ Cash ☐ Contract ☐ Conventional ☐ Exchange ☐ Farm Credit Service ☐ FHA ☐ FHA 203(b) ☐ FHA 203(k) ☐ FHLMC ☐ FHVA ☐ FMHA ☐ FNMA ☐ Industrial Dev Authority ☐ Installment Sale ☐ Joint Venture ☐ Lease Purchase ☐ Negotiable ☐ Private ☐ Rural Development ☐ Seller Financing ☐ State GI Loan ☐ USDA ☐ VA ☐ Variable ☐ VHDA ☐ Wrap ☐ Other

Disclosures
☐ None ☐ Agent has Financial Interest ☐ Agent Related to Owner ☐ Build to Suit ☐ Buried Fuel Tanks ☐ Conserv Area ☐ Contract Pending Release ☐ Contract Purchaser ☐ CPRA Fee ☐ Division potential ☐ ECRA Approval ☐ Encumbrances ☐ Exempt - Disclosure/Disclaimer ☐ Federal State Wetland ☐ Flood Insurance Required ☐ Flood Zone ☐ Geo Haz Zone ☐ High Intensity Line ☐ Historic Property ☐ House Code - Current License ☐ House Code - Inspected ☐ House Code - L&I Approval ☐ House Code - Not Inspected ☐ House Code - Other ☐ Infra Fee Due at Settlement ☐ Land Preservation Easement ☐ Land Trust ☐ Lead Based Paint - Federal ☐ Lead Based Paint - State ☐ Lead Inspection Cert Available ☐ MD Dept Nat Res ☐ MD Dept Nat Res ☐ Mineral Lease ☐ Mineral Resource Zone ☐ Mineral Rights ☐ Off-site Required ☐ One Unit-Owner Occupied ☐ Other Known Enviro Hazards ☐ Owner RE Licensee ☐ Pinelands Credit ☐ Pipeline ☐ Proffers ☐ Prop Disclaimer ☐ Prop Disclosure ☐ Room Addition w/o Permit ☐ Sell Entirely ☐ Sewer Debt Fee Not Retired ☐ Special Permits ☐ Subject to a Potential Short Sale ☐ Subject to Agricultural Conser Easement ☐ Subject to Auction ☐ Subject to Condo/HOA Docs ☐ Subject to VA POA ☐ Surface Lease ☐ Under Lease ☐ Underground Storage Tank ☐ Use and Occupancy Permit ☐ Utility Retirement Fee Not Paid ☐ Water Debt Fee Not Retired ☐ Winterized ☐ Zoning Issues ☐ Other

Listing Terms
☐ All Negotiation Thru Lister ☐ As Is Condition ☐ Builder - Choice/Use Own ☐ Builder Exclusive ☐ Builder - Hold Earnest ☐ Builder - Write Contract ☐ Builder Warranty ☐ Call LA-Contingent Info ☐ Home Warranty ☐ Local Association Contract ☐ No Extended Warranty ☐ No Home Sale Contract ☐ Registration Required ☐ Relo/Bank Addendum ☐ Special Addendum Required ☐ Special Contract Required ☐ Tax Free Exchange Language Required ☐ Other

Prospects Excluded* ○ Y ○ N

Listing Service Type* ○ Entry Only ○ Full Service ○ Limited Service

Dual Agency* ○ Y ○ N

Designated Representative* ○ Y ○ N

Home Warranty ○ Y ○ N

Federal Flood Zone ○ Y ○ N

Flood Zone Code

Pets Allowed ○ Y ○ N

Pet Restrictions
☐ Breed Restrictions ☐ Case by Case Basis ☐ Cats OK ☐ Dogs OK ☐ No Pet Restrictions ☐ Number Limit ☐ Pet Addendum/Deposit ☐ Size/Weight Restriction

Inclusions

Exclusions

Other Equipment ☐ None ☐ Negotiable ☐ See Remarks ☐ Some	**Possession*** ☐ 0-30 Days CD ☐ 31-60 Days CD ☐ 61-90 Days CD ☐ 90-120 Days CD	☐ 120-180 Days ☐ 181-365 Days ☐ 1+Year ☐ Coin w/Sell Sett ☐ Delay Settlement	☐ Immediate ☐ Negotiable ☐ Pre-Settlement ☐ Seller Rent Back ☐ Settlement	☐ Subject to Existing Lease ☐ Subject to Home Choice ☐ Other
Lease Considered ○ Y ○ N				

Compensation

Buyer Agent Compensation Selection*	Compensation:	$ ☐ AND ☐ OR	% ☐ of Base ☐ of Gross
Sub-Agency Compensation Selection*	Compensation:	$ ☐ AND ☐ OR	% ☐ of Base ☐ of Gross
Transaction Broker Compensation Selection*	Compensation:	$ ☐ AND ☐ OR	% ☐ of Base ☐ of Gross
Remarks - Compensation			
Dual Variable Compensation* ○ Y ○ N			

Transaction Participants

Listing an Auction, Ground Rent or Land Lease? Add as much detail as you can. Download and use the Auction/Ground Rent/Land Lease addendum.

List Agent*	**Co List Agent**	**Owner Name**	**Owner Phone**

Location

MLS Area	**Municipality**
Subdivision/Neighborhood*	**School District Name***
Cross Street	**High School**
Building Name	**Middle/Junior School**
Election District	**Elementary School**

Taxes: Assessment

Listing a HOA/Condo/Coop Association? Add as much detail as you can. Download and use the HOA/Condo/Coop Association addendum.

Automatically Update Tax Values* ○ Y ○ N	**Agricultural District**	**Tax Block**
Improvement Assessed Value	**Historic** ○ Y ○ N	**Tax Phase**
Land Assessed Value	**Land Use Code**	**Tax Map Number**
Tax Assessed Value*	**Clean Green Assessed** ○ Y ○ N	**Tax Book Number**
Year Assessed	**Loss Mitigation Fee** ○ Y ○ N	**Tax Page Number**
Special Assessment	**Municipal Inspections** ○ Y ○ N	**Zoning***
Tax Other Annual Assessment	**Section**	**Zoning Description**
Agricultural Tax Due ○ Y ○ N	**Tax Lot**	
Transfer Development Rights ○ Unknown ○ Private ○ Public		

Taxes: Tax Bill

†In City Limits and City/Town Tax is Required if not PA or NJ.

Front Foot Fee	**Front Foot Fee Payment Frequency** ○ Unknown ○ Annually ○ Monthly ○ One time ○ Quarterly ○ Semi-Annually				
In City Limits† ○ Y ○ N					
City/Town Tax†	**City/Town Tax Payment Frequency** ○ Unknown ○ Annually ○ Monthly ○ One time ○ Quarterly ○ Semi-Annually				
School Tax	**School Tax Payment Frequency** ○ Unknown ○ Annually ○ Monthly ○ One time ○ Quarterly ○ Semi-Annually				
County Tax	**County Tax Payment Frequency** ○ Unknown ○ Annually ○ Monthly ○ One time ○ Quarterly ○ Semi-Annually				
Municipal Trash ○ Y ○ N	**Refuse Fee**	**Tax Year***			
Tax Annual Amt*	**Total Taxes Payment Freq** ○ Unknown ○ Annually ○ Monthly ○ One time ○ Quarterly ○ Semi-Annually				

Building & Utilities: Construction Details

New Construction* ○ Y ○ N	**Construction Completed*** ○ Y ○ N	**Year Built***
Year Built Source* ○ Assessor ○ Estimated		**Year Major Reno/Remodel**
Common Walls ☐ 1 Common Wall ☐ 2+ Common Walls ☐ No One Above ☐ No One Below		
Unit Building Type ○ Garden 1-4 Floors ○ Mid-Rise 5-8 Floors ○ High-Rise 9+ Floors		

Style*

☐ A-Frame
☐ AirLite
☐ Art Deco
☐ Back-to-Back
☐ Beaux Arts
☐ Bi-level
☐ Bungalow
☐ Cabin/Lodge
☐ Cape Cod
☐ Carriage House
☐ Chalet
☐ Class C
☐ Coastal
☐ Colonial
☐ Contemporary
☐ Converted Barn
☐ Converted Dwelling
☐ Cottage
☐ Craftsman
☐ Dome
☐ Dutch
☐ Dwelling w/Separate Living
☐ Farmhouse/National Folk
☐ Federal
☐ French
☐ Georgian
☐ Loft
☐ Loft with Bedrooms
☐ Log Home
☐ Manor
☐ Mediterranean
☐ Mid-Century Modern
☐ Modular/Pre-Fabricated
☐ Normandy
☐ Post & Beam
☐ Prairie
☐ Raised Ranch/Rambler
☐ Ranch/Rambler
☐ Reverse
☐ Salt Box
☐ Side-by-Side
☐ Spanish
☐ Split Foyer
☐ Split Level
☐ Straight Thru
☐ Traditional
☐ Transitional
☐ Trinity
☐ Tudor
☐ Unit/Flat
☐ Victorian
☐ Villa
☐ Other

Construction Materials*

☐ Advanced Framing
☐ Aluminium Siding
☐ Asbestos
☐ Asphalt
☐ Batts Insulation
☐ Block
☐ Blown-In Insulation
☐ Brick
☐ Brick Front
☐ Brick Veneer
☐ Cast Iron Plumbing
☐ Cedar
☐ Cement Siding
☐ Combination
☐ Composition
☐ Concrete
☐ Copper Plumbing
☐ Corrugated Siding
☐ CPVC/PVC
☐ Dryvit
☐ Fiber Cement
☐ Fiberglass Siding
☐ Frame
☐ Galvanized Plumbing
☐ Glass
☐ HardiPlank Type
☐ Lead Plumbing
☐ Log
☐ Log Siding
☐ Low VOC Insulation
☐ Low VOC Products/Finishes
☐ Masonite
☐ Masonry
☐ Metal Siding
☐ Mixed
☐ Mixed Plumbing
☐ Modular/Manufactured
☐ Rigid Insulation
☐ Rock
☐ Rough-In Plumbing
☐ Shake Siding
☐ Shingle Siding
☐ Spray Foam Insulation
☐ Steel Siding
☐ Stick Built
☐ Stone
☐ Structural Insulated Panel System (SIPS)
☐ Stucco
☐ Synthetic Stucco
☐ T-1-11
☐ Tile
☐ Trombe Wall
☐ Vinyl Siding
☐ Wood Siding
☐ Other

Roof

☐ Unknown
☐ Architectural Shingle
☐ Asbestos Shingle
☐ Asphalt
☐ Built-Up
☐ Composite
☐ Concrete
☐ Cool/White
☐ Copper
☐ Fiberglass
☐ Flat
☐ Foam
☐ Hip
☐ Metal
☐ Pitched
☐ Rubber
☐ Shake
☐ Shingle
☐ Slate
☐ Tar/Gravel
☐ Tile
☐ Vegetated
☐ Wood
☐ Other

Wall & Ceiling Types

☐ 2 Story Ceilings
☐ 9'+ Ceilings
☐ Beamed Ceilings
☐ Block Walls
☐ Brick
☐ Cathedral Ceilings
☐ Dry Wall
☐ High
☐ Log Walls
☐ Low
☐ Masonry
☐ Metal Walls
☐ Mod Walls
☐ Paneled Walls
☐ Plaster Walls
☐ Tray Ceilings
☐ Unfinished Walls
☐ Vaulted Ceilings
☐ Vinyl
☐ Wood Ceilings
☐ Wood Walls
☐ Other

Flooring Type

☐ 3000+ PSI
☐ Bamboo
☐ Carpet
☐ Ceramic Tile
☐ Concrete
☐ Dirt
☐ Fully Carpeted
☐ Hardwood
☐ Heated
☐ Heavy Duty
☐ Laminated
☐ Load Restrictions
☐ Marble
☐ Partially Carpeted
☐ Raised
☐ Rough-In
☐ Slate
☐ Stone
☐ Terrazzo
☐ Tile/Brick
☐ Vinyl
☐ Wood
☐ Other

R-Factor Ceilings

R-Factor Exterior Walls

Property Condition

☐ Excellent
☐ Very Good
☐ Good
☐ Average
☐ Below Average
☐ Major Rehab Needed

Building Winterized Y/N ○ Yes ○ No

Building Level Count

Levels/Stories* ○ 1 ○ 1.5 ○ 2 ○ 2.5 ○ 3 ○ 3.5 ○ 4 ○ 4.5 ○ 5 ○ 5.5 ○ 6 ○ 6.5 ○ 7

Main Entrance Orientation ○ East ○ North ○ Northeast ○ Northwest ○ South ○ Southeast ○ Southwest ○ West

Unit Entry Floor

Floors In Unit Count

Elevators Count

Builder Name

Builder Model

Building & Utilities: Utilities

Listing a Manufactured or Mobile Home? Add as much detail as you can. Download and use the Manufactured/Mobile Home addendum.

Utilities

☐ None
☐ (C) Other
☐ Above Ground
☐ Butane
☐ Cable TV
☐ Cable TV Available
☐ DSL Available
☐ Electric Available
☐ Fiber Optics Available
☐ Multiple Phone Lines
☐ Natural Gas Available
☐ Phone
☐ Phone Available
☐ Phone Connected
☐ Phone Not Available
☐ Sewer Available
☐ Under Ground
☐ Water Available

Internet Services

☐ Broadband
☐ Cable
☐ DSL
☐ Fiber Optic
☐ Fixed Wireless
☐ Satellite
☐ LTE
☐ Other

Water Source*

☐ None
☐ Cistern
☐ Community
☐ Conditioner
☐ Filter
☐ Grey Water
☐ Holding Tank
☐ Lateral Not Installed/Must Tap Off Main
☐ Private
☐ Private/Community Water
☐ Public
☐ Public Hook-up Available
☐ Rainwater Harvesting
☐ Shared Spring
☐ Spring
☐ Tap Fee
☐ Well
☐ Well Permit Applied For
☐ Well Permit Not Applied For
☐ Well Permit on File
☐ Well Required
☐ Well-Shared
☐ Within 50 FT
☐ Other

Sewer Septic*
- ☐ Aerobic Septic
- ☐ Applied for Permit
- ☐ Approved System
- ☐ Capping Fill
- ☐ Cess Pool
- ☐ Gravity Sept Fld
- ☐ Grinder Pump
- ☐ Holding Tank
- ☐ Lateral/Tap Off Main
- ☐ Lateral/Tap on Site
- ☐ Low Pressure Pipe (LPP)
- ☐ Mound System
- ☐ Nitrogen Removal System
- ☐ No Septic Approved
- ☐ No Septic System
- ☐ No Sewer System
- ☐ Not Applied for Permit
- ☐ On Site Septic
- ☐ Perc Approved Septic
- ☐ Pressure Dose
- ☐ Private Sewer
- ☐ Private/Community Septic Tank
- ☐ Public Hook/Up Available
- ☐ Public Septic
- ☐ Public Sewer
- ☐ Sand Filter Approved
- ☐ Sand Lime Trench Beds Approved
- ☐ Seepage Bed Approved
- ☐ Septic < # of BR
- ☐ Septic = # of BR
- ☐ Septic > # of BR
- ☐ Septic Exists
- ☐ Septic Permit Issued
- ☐ Septic Pump
- ☐ Serial District Approved
- ☐ Sewer Tap Fee
- ☐ Shallow Place Areas Approved
- ☐ Shared Septic
- ☐ Shared Sewer
- ☐ Site Evaluation on File
- ☐ Spray Irrigation
- ☐ Standard Trench Approved
- ☐ Sub-Surface
- ☐ Within 50 FT
- ☐ Other

Electric Service
- ☐ 100 Amp Service
- ☐ 110 Volts
- ☐ 120/240V
- ☐ 150 Amps
- ☐ 200+ Amp Service
- ☐ 220 Volts
- ☐ 3 Phases
- ☐ 440 Volts
- ☐ 60 Amp Service
- ☐ Circuit Breakers
- ☐ Fuses
- ☐ Generator
- ☐ Knob and Tube
- ☐ Less than 60 Amp Service
- ☐ Photovoltaics Seller Owned
- ☐ Photovoltaics Third-Party Owned
- ☐ Single Phase
- ☐ Transformer
- ☐ Underground
- ☐ Other

Hot Water
- ☐ None
- ☐ 60+ Gallon Tank
- ☐ Bottled Gas
- ☐ Coal
- ☐ Electric
- ☐ Instant Hot Water
- ☐ Multi-tank
- ☐ Natural Gas
- ☐ Oil
- ☐ Propane
- ☐ S/W Changeover
- ☐ Solar
- ☐ Tankless
- ☐ Wood
- ☐ Other

Cooling Type*
- ☐ None
- ☐ Air Purification System
- ☐ Attic Fan
- ☐ Ceiling Fan(s)
- ☐ Central A/C
- ☐ Dehumidifier
- ☐ Ductless/Mini-Split
- ☐ Energy Star Cooling System
- ☐ Fresh Air Recovery System
- ☐ Geothermal
- ☐ Heat Pump(s)
- ☐ HRV/ERV
- ☐ Multi Units
- ☐ Programmable Thermostat
- ☐ Roof Mounted
- ☐ Solar Attic Fan
- ☐ Solar Off Grid
- ☐ Solar On Grid
- ☐ Solar Rough-In
- ☐ Wall Unit
- ☐ Whole House Exhaust Ventilation
- ☐ Whole House Fan
- ☐ Whole House Supply Ventilation
- ☐ Window Unit(s)
- ☐ Zoned
- ☐ Other

Cooling Fuel*
- ☐ None
- ☐ Bottled Gas
- ☐ Electric
- ☐ Geothermal
- ☐ Natural Gas
- ☐ Renewable
- ☐ Solar Photovoltaic
- ☐ Wind Turbine Power
- ☐ Other

Heating Type*
- ☐ None
- ☐ 90% Forced Air
- ☐ Baseboard-Electric
- ☐ Baseboard-Hot Water
- ☐ Ceiling
- ☐ Central
- ☐ Energy Star Heating System
- ☐ Forced Air
- ☐ Heat Pump - Electric BackUp
- ☐ Heat Pump - Gas BackUp
- ☐ Heat Pump - Oil BackUp
- ☐ Heat Pump(s)
- ☐ Hot Water
- ☐ Hot Water & Baseboard-Electric
- ☐ Humidifier
- ☐ Programmable Thermostat
- ☐ Radiant
- ☐ Radiator
- ☐ Solar - Active
- ☐ Solar - Passive
- ☐ Solar Off Grid
- ☐ Solar On Grid
- ☐ Solar Rough-In
- ☐ Space Heater
- ☐ Steam
- ☐ Summer/Winter Changeover
- ☐ Wall Unit
- ☐ Wood Burn Stove
- ☐ Zoned
- ☐ Other

Heating Fuel*
- ☐ None
- ☐ Bio Fuel
- ☐ Central
- ☐ Coal
- ☐ Electric
- ☐ Geo-thermal
- ☐ Natural Gas
- ☐ Natural Gas Available
- ☐ Oil
- ☐ Propane-Leased
- ☐ Propane-Owned
- ☐ Renewable
- ☐ Solar
- ☐ Wind Turbine/Power
- ☐ Wood
- ☐ Other

Water/Sewer Hookup Fee	**Electric Avg/Month**	**Gas Previous 12 Months**
Water Avg/Month	**Electric Previous 12 Months**	**Heating Oil Avg/Month**
Water Previous 12 Months	**Gas Avg/Month**	**Heating Oil Previous 12 Months**

Foundation Details
- ☐ None
- ☐ Active Radon Mitigation
- ☐ Block
- ☐ Brick/Mortar
- ☐ Concrete Perimeter
- ☐ Crawl Space
- ☐ Flood Vent
- ☐ Passive Radon Mitigation
- ☐ Permanent
- ☐ Pilings
- ☐ Pillar/Post/Pier
- ☐ Slab
- ☐ Stone
- ☐ Wood
- ☐ Other

R-Factor Basement

Building & Utilities: Basement & Foundation

Basement* ○ Y ○ N

Basement Type
- ☐ None
- ☐ Combination
- ☐ Connecting Stairway
- ☐ Crawl Space
- ☐ Daylight, Full
- ☐ Daylight, Partial
- ☐ Dirt Floor
- ☐ Drain
- ☐ Drainage System
- ☐ English
- ☐ Front Entrance
- ☐ Full
- ☐ Fully Finished
- ☐ Garage Access
- ☐ Heated
- ☐ Improved
- ☐ Interior Access
- ☐ Outside Entrance
- ☐ Partial
- ☐ Partially Finished
- ☐ Poured Concrete
- ☐ Rear Entrance
- ☐ Rough Bath Plumb
- ☐ Shelving
- ☐ Side Entrance
- ☐ Slab
- ☐ Space For Rooms
- ☐ Sump Pump
- ☐ Unfinished
- ☐ Walkout Level
- ☐ Walkout Stairs
- ☐ Water Proofing System
- ☐ Windows
- ☐ Workshop
- ☐ Other

Basement Footprint Percent	**Basement Finished Percent**

Building & Utilities: Measurements

Above Grade Fin SQFT*	**Below Grade Fin SQFT**
Above Grade Unfin SQFT	**Below Grade Unfin SQFT**

†It is required that you add at least 1 total bedroom and 1 full bathroom on any level.

Features & Rooms: Levels & Room Details

	# of Beds†	# of Full Baths†	# of Half Baths		# of Beds†	# of Full Baths†	# of Half Baths
Main Level				**Lower Level 1**			
Upper Level 1				**Lower Level 2**			
Upper Level 2				**Lower Level 3**			
Upper Level 3							

The lists below show the names of Room Types and Room Features available in Listing Management.
Use the space provided to write in the name of the room, its features, the level or story where the room is located and its dimensions.

Room Type	Level	Length	Width	Room Features

Level List Lower 1 Lower 2 Lower 3 Main Upper 1 Upper 2 Upper 3

Room Type							
Primary Bedroom	Bedroom 5	Kitchen	2nd Stry Fam Ovrlk	Game Room	Sitting Room	Mud Room	Solarium
Bedroom 1	Bedroom 6	Dining Room	2nd Stry Fam Rm	Hobby Room	In-Law/auPair/Suite	Laundry	Screened Porch
Bedroom 2	Additional Bedroom	Breakfast Room	Great Room	Media Room	Maid/Guest Quarters	Storage Room	Bonus Room Other
Bedroom 3	Primary Bathroom	Den	Study	Photo Lab/Darkroom	Attic	Utility Room	Conservatory Room
Bedroom 4	Full Bath	Living Room	Library Foyer	Office	Basement	Workshop	Recreation Room
	Half Bath	Family Room	Exercise Room	Loft		Sun/Florida Room	

Room Features List				
Attic - Access Panel	Breakfast Room	Double Sink Fireplace - Electric	Flooring - Vinyl	Kitchen - Propane Cooking
Attic - Finished	Built-Ins	Fireplace - Gas	Flooring - Other	Living/Dining Room Combo
Attic - Floored	Cathedral/Vaulted Ceiling	Fireplace - Wood Burning	Formal Dining Room	Primary Bedroom - Dressing Area
Attic - Non-Use	Cedar Lined Closet	Fireplace - Other	Hot Tub/Spa	Primary Bedroom - Sitting Area
Attic - Pull-Down Stairs	Ceiling Fan(s)	Flooring - Carpet	Island	Pantry
Attic - Walk-Up	Chair Rail	Flooring - Concrete	Kitchen - Country	Skylight(s)
Balcony Access	Countertop(s) - Ceramic	Flooring - Hardwood	Kitchen - Eat-in	Soaking Tub
Basement - Finished	Countertop(s) - Granite	Flooring - Laminate	Kitchen - Electric Cooking	Tub Shower
Basement - Partially Finished	Countertop(s) - Quartz	Flooring - Marble	Kitchen - Gas Cooking	Wet Bar
Basement - Unfinished	Countertop(s) - Recycled Content	Flooring - Renewable	Kitchen - Propane Cooking	Window Treatments
Breakfast Bar	Countertop(s) - Solid Surface	Flooring - Slate	Living/Dining Room Combo	Wood Stove
Breakfast Nook	Crown Molding	Flooring - Terrazzo	Kitchen - Electric Cooking	
	Dining Area	Flooring - Tile	Kitchen - Gas Cooking	

Features & Rooms: Interior Features

Interior Features				
☐ 2nd Kitchen	☐ Chair Railings	☐ Floor Plan - Open	☐ Primary Bedroom-Bay Front	☐ Upgraded Countertops
☐ Additional Stairway	☐ Combination Dining/Living	☐ Floor Plan - Traditional	☐ Primary Bedroom-Ocean Front	☐ Wainscotting
☐ Air Filter System	☐ Combination Kitchen/Dining	☐ Formal/Separate Dining Room	☐ Recessed Lighting	☐ Walk-in Closet(s)
☐ Attic	☐ Combination Kitchen/Living	☐ Intercom	☐ Sauna	☐ Water Treat System
☐ Attic/House Fan	☐ Crown Moldings	☐ Kitchen - Country	☐ Skylight(s)	☐ Wet/Dry Bar
☐ Bar	☐ Curved Staircase	☐ Kitchen - Eat-In	☐ Solar Tube(s)	☐ WhirlPool/HotTub
☐ Breakfast Area	☐ Dining Area	☐ Kitchen - Efficiency	☐ Soaking Tub	☐ Window Treatments
☐ Built-Ins	☐ Double/Dual Staircase	☐ Kitchen - Galley	☐ Spiral Staircase	☐ Wine Storage
☐ Butlers Pantry	☐ Efficiency	☐ Kitchen - Gourmet	☐ Sprinkler System	☐ Wood Floors
☐ Carpet	☐ Elevator	☐ Kitchen - Island	☐ Stain/Lead Glass	☐ Wood Stove
☐ Cedar Closet(s)	☐ Entry Level Bedroom	☐ Kitchen - Table Space	☐ Stall Shower	☐ Other
☐ Ceiling Fan(s)	☐ Exposed Beams	☐ Kitchenette	☐ Store/Office	
☐ Central Vacuum	☐ Family Room Off Kitchen	☐ Laundry Chute	☐ Studio	
	☐ Flat	☐ Primary Bath(s)	☐ Tub Shower	

Appliances
☐ Air Cleaner
☐ Built-In Microwave
☐ Built-In Range
☐ Central Vacuum
☐ Commercial Range
☐ Compactor
☐ Cooktop
☐ Cooktop - Down Draft
☐ Dishwasher
☐ Disposal
☐ Dryer
☐ Dryer - Electric
☐ Dryer - Front Loading
☐ Dryer - Gas
☐ Dual Flush Toilets
☐ Energy Efficient Appliances
☐ ENERGY STAR Clothes Washer
☐ ENERGY STAR Dishwasher
☐ ENERGY STAR Freezer
☐ ENERGY STAR Refrigerator
☐ Exhaust Fan
☐ Extra Refrigerator/Freezer
☐ Freezer
☐ Humidifier
☐ Icemaker
☐ Indoor Grill
☐ Instant Hot Water
☐ Intercom
☐ Microwave
☐ Oven - Double
☐ Oven - Self Cleaning
☐ Oven - Single
☐ Oven - Wall
☐ Oven/Range - Electric
☐ Oven/Range - Gas
☐ Range Hood
☐ Refrigerator
☐ Six Burner Stove
☐ Stainless Steel Appliances
☐ Stove
☐ Surface Unit
☐ Trash Compactor
☐ Washer
☐ Washer - Front Loading
☐ Washer/Dryer Hookups Only
☐ Washer/Dryer Stacked
☐ Water Conditioner - Owned
☐ Water Conditioner - Rented
☐ Water Dispenser
☐ Water Heater
☐ Water Heater - High-Efficiency
☐ Water Heater - Solar
☐ Water Heater - Tankless

Window Features
☐ Atrium
☐ Bay/Bow
☐ Casement
☐ Double Pane
☐ Double Hung
☐ Energy Efficient
☐ ENERGY STAR Qualified
☐ Green House
☐ Insulated
☐ Low-E
☐ Palladian
☐ Replacement
☐ Screens
☐ Skylights
☐ Sliding
☐ Transom
☐ Triple Pane
☐ Vinyl Clad
☐ Wood Frame

Door Features ☐ Atrium ☐ Double Entry ☐ French ☐ Insulated ☐ Six Panel ☐ Sliding Glass ☐ Storm ☐ ENERGY STAR Qualified Door(s)

Accessibility Features*
A list of the accessibility features included in the sale/lease.
☐ None
☐ 2+ Access Exits
☐ 32\"+ Wide Doors
☐ 36\"+ Wide Halls
☐ 48\"+ Halls
☐ >84\" Garage Door
☐ Accessible Switches/Outlets
☐ Chairlift
☐ Doors - Lever Handle(s)
☐ Doors - Recede
☐ Doors - Swing In
☐ Elevator
☐ Entry Slope<1'
☐ Flooring Mod
☐ Grab Bars Mod
☐ Hearing Mod
☐ Kitchen Mod
☐ Level Entry - Main
☐ Low Bathroom Mirrors
☐ Low Closet Rods
☐ Low Pile Carpeting
☐ Mobility Improvements
☐ No Stairs
☐ Other Bath Mod
☐ Ramp - Main Level
☐ Roll-in Shower
☐ Roll-under Vanity
☐ Thresholds <5/8\"
☐ Vehicle Transfer Area
☐ Visual Mod
☐ Wheelchair Height Mailbox
☐ Wheelchair Height Shelves
☐ Wheelchair Mod
☐ Other

Furnished ○ No ○ Partially ○ Yes

Fireplace ○ Y ○ N | **Fireplaces Count**

Fireplace Features
☐ Brick Fireplace
☐ Corner
☐ Double Sided
☐ Electric
☐ Equipment
☐ Fireplace - Glass Doors
☐ Flue for Stove
☐ Free Standing
☐ Gas/Propane
☐ Heatilator
☐ Insert
☐ Mantel(s)
☐ Marble
☐ Metal
☐ Non-Functioning
☐ Screen
☐ Stone
☐ Wood
☐ Other

Laundry Type
☐ None
☐ Basement
☐ Common
☐ Dryer In Unit
☐ Has Laundry
☐ Hookup
☐ Lower Floor
☐ Main Floor
☐ Main Floor
☐ Shared
☐ Upper Floor
☐ Washer In Unit

Spa ○ Yes ○ No

Spa Features ☐ Heated ☐ Indoor ☐ No Permits ☐ Permits ☐ Private

Security Features
☐ 24 hour security
☐ Carbon Monoxide Detector(s)
☐ Desk in Lobby
☐ Doorman
☐ Electric Alarm
☐ Exterior Cameras
☐ Fire Detection System
☐ Intercom
☐ Main Entrance Lock
☐ Monitored
☐ Motion Detectors
☐ Non-Monitored
☐ Resident Manager
☐ Security Gate
☐ Security System
☐ Smoke Detector
☐ Sprinkler System - Indoor
☐ Surveillance System
☐ Window Grills

Features & Rooms: Exterior Features

Exterior Features
☐ Awning(s)
☐ BBQ Grill
☐ Boat Storage
☐ Bump-outs
☐ Extensive Hardscape
☐ Exterior Lighting
☐ Fire Escape
☐ Flood Lights
☐ Hot Tub
☐ Kennels
☐ Lawn Sprinkler
☐ Outbuilding(s)
☐ Outside Shower
☐ Play Area
☐ Play Equipment
☐ Private Beach
☐ Satellite Dish
☐ Secure Storage
☐ Sidewalks
☐ Sport Court
☐ Stone Retaining Walls
☐ Street Lights
☐ Tennis Court(s)
☐ Underground Lawn Sprinkler
☐ Water Falls
☐ Water Fountains
☐ Other

Outdoor Living Structures
☐ Balconies- Multiple
☐ Balcony
☐ Breezeway
☐ Brick
☐ Deck(s)
☐ Enclosed
☐ Patio(s)
☐ Porch(es)
☐ Roof
☐ Screened
☐ Terrace
☐ Wrap Around

Pool*
☐ No Pool
☐ Yes-Personal
☐ Yes-Community

Community Pool Features
☐ Above Ground
☐ Black Bottom
☐ Concrete
☐ Domestic Water
☐ Fenced
☐ Filtered
☐ Gunite
☐ Heated
☐ In Ground
☐ Indoor
☐ Lap/Exercise
☐ Negative Edge/Infinity
☐ No Permits
☐ Pool/Spa Combo
☐ Permits
☐ Saltwater
☐ Solar Heated
☐ SpaceHeat Passive
☐ Vinyl
☐ Other

Personal Pool Features
☐ Above Ground
☐ Black Bottom
☐ Concrete
☐ Domestic Water
☐ Fenced
☐ Filtered
☐ Gunite
☐ Heated
☐ In Ground
☐ Indoor
☐ Lap/Exercise
☐ Negative Edge/Infinity
☐ No Permits
☐ Pool/Spa Combo
☐ Permits
☐ Saltwater
☐ Solar Heated
☐ SpaceHeat Passive
☐ Vinyl
☐ Other

Horse ○ Y ○ N | **Horse Amenities** ☐ Arena ☐ Horse Trails ☐ Horses Allowed ☐ Padlock ☐ Riding Ring ☐ Stable(s)

Other Structures

☐ None	☐ Belmont	☐ Farm Stand/Store	☐ Indoor Arena	☐ Riding Ring	☐ Swine Parlor
☐ 2nd Garage	☐ Boat House	☐ Feed Barn	☐ Loafing Shed	☐ Run-in Shed	☐ Tenant House
☐ 2nd House	☐ Cabana/Pool House	☐ Garage(s)	☐ Machine Shed	☐ Shed	☐ Tobacco Barn
☐ Bank Barn	☐ Carriage House	☐ Gazebo	☐ Office/Studio	☐ Shed Row	☐ Turn Out Shed
☐ Barn/Farm Building	☐ Cattle/Dairy Barn	☐ Greenhouse	☐ Pack House	☐ Shed Shop	☐ Utility Building
☐ Barn/Stable	☐ Center Aisle	☐ Guest House	☐ Pole Barn	☐ Silo(s)	☐ Wood/Metal Shed
☐ Beef Barn	☐ Corn Barn	☐ Hay Barn	☐ Pool Equipment Shed	☐ Spring House	☐ Other
	☐ Dairy Barn	☐ Horse Stable	☐ Poultry House	☐ Storage Barn/Shed	

Lot & Parking: Lot Measurements

Listing Green Features? Add as much detail as you can. Download and use the Green Features addendum.

Lot Size SQFT*	**Lot Size Acres***	**Lot Size Dimensions**
Lot Size Source*	○ Assessor ○ Estimated	**Lot Dimensions Source** ○ Assessor ○ Estimated

Lot Features

☐ Additional Lot(s)	☐ Crops Reserved	☐ Landscaping	☐ Partly Wooded	☐ Rented Lot	☐ Stream/Creek
☐ Backs - Open Common Area	☐ Cul-de-sac	☐ Level	☐ Pipe Stem	☐ Rip-Rapped	☐ Subdivision Possible
☐ Backs - Parkland	☐ Flag	☐ Marshy	☐ Pond	☐ Road Frontage	☐ Tidal Wetland
☐ Backs to Trees	☐ Flood Plain	☐ Mountainous	☐ Poolside	☐ Rural	☐ Trees/Wooded
☐ Bulkheaded	☐ Front Yard	☐ No Thru Street	☐ Premium	☐ Secluded	☐ Unrestricted
☐ Cleared	☐ Interior	☐ Non-Tidal Wetland	☐ Private	☐ Side Yard(s)	☐ Vegetation Planting
☐ Corner	☐ Irregular	☐ Not In Development	☐ PUD	☐ Ski in/Ski out	☐ Zero Lot Line
	☐ Landlocked	☐ Open	☐ Rear Yard	☐ Sloping	☐ Other

Lot & Parking: Lot Description

Views

☐ Bay	☐ Courtyard	☐ Harbor	☐ Mountain	☐ Pasture	☐ Street	☐ Other
☐ Canal	☐ Creek/Stream	☐ Lake	☐ Ocean	☐ Pond	☐ Trees/Woods	
☐ City	☐ Garden/Lawn	☐ Limited	☐ Panoramic	☐ River	☐ Valley	
	☐ Golf Course	☐ Marina	☐ Park/Greenbelt	☐ Scenic Vista	☐ Water	

Location Type

○ Adjoins Golf Course	○ Canal	○ Mountain	○ River
○ Adjoins National Forest	○ Corner Lot/Unit	○ Near National Forest	○ Rural
○ Adjoins National Park	○ Creek/Stream	○ Near National Park	○ Slope Side
○ Bayblock	○ Downtown	○ Oceanblock	○ Spring
○ Bayfront	○ Lagoon	○ Oceanfront	○ Suburban
○ Bayside	○ Lake	○ Oceanside	○ Urban
	○ Middle Of Block	○ Pond	○ Other

Soil Types

☐ Unknown	☐ Loam	☐ Sandy	☐ Urban Land-Brandywine
☐ Alluvial	☐ Luka-Lindside-Cordorus	☐ Soil Study Avail	☐ Urban Land-Cristiana-Sunnysider
☐ Clay	☐ Manor-Gleneig	☐ TopSoilOvrOt	☐ Urban Land-Galestown-Rumford
☐ LandFill	☐ Mixed	☐ Udorthents	☐ Urban Land-Manor-Gleneig
☐ Limestone/Shale	☐ Neshaminy-Urban Land	☐ Urban Land Not Rated	☐ Urban Land-Sassafras-Chillum
	☐ Rocky	☐ Urban Land-Beltsville-Chillum	

Fencing

☐ Barbed Wire	☐ Chain Link	☐ Electric	☐ Invisible	☐ Partially	☐ Rear	☐ Wire
☐ Board	☐ Cyclone	☐ Fully	☐ Masonry/Stone	☐ Picket	☐ Split Rail	☐ Wood
	☐ Decorative	☐ High Tensile	☐ Panel	☐ Privacy	☐ Vinyl	☐ Other

Road Frontage Length

Road Surface Type

☐ None	☐ Access - On Grade	☐ Concrete	☐ Paved	☐ Tar and Chip
☐ Access - Above Grade	☐ Alley	☐ Dirt	☐ Process for Approval	☐ Unimproved
☐ Access - Below Grade	☐ Approved	☐ Gravel	☐ Railroad	☐ US highway/Interstate
	☐ Black Top	☐ Oiled	☐ Stone	☐ Other

Road Responsibility ☐ Boro/Township ☐ City/County ☐ Easement/Right of Way ☐ Private ☐ Public ☐ Road Maintenance Agreement ☐ State

Building Sites	**Additional Parcels** ○ Y ○ N	**Additional Parcels Description**

Lot & Parking: Parking

Type of Parking*

☐ None	☐ Attached Garage	☐ Driveway	☐ On Street	☐ Other
☐ Alley	☐ Detached Carport	☐ Off Site	☐ Parking Garage	
☐ Attached Carport	☐ Detached Garage	☐ Off Street	☐ Parking Lot	

Attached Garage - # of Spaces*	**Detached Carport - # of Spaces***	**Parking Lot - # of Spaces**
Attached Carport - # of Spaces*	**Parking Garage - # of Spaces***	**Off Site - # of Spaces**
Detached Garage - # of Spaces*	**Driveway - # of Spaces**	**Off Street - # of Spaces**
Total Parking Spaces *(Autocalculated)*		

Garage Features*

☐ Additional Storage Area ☐ Built In ☐ Garage - Front Entry ☐ Garage - Side Entry ☐ Inside Access ☐ Underground
☐ Basement Garage ☐ Covered Parking ☐ Garage - Rear Entry ☐ Garage Door Opener ☐ Oversized ☐ Other

Parking Features

☐ Asphalt Driveway ☐ Electric Vehicle Charging Station(s) ☐ Limited Common Elements ☐ Prepaid ☐ Unassigned
☐ Assigned ☐ Fenced ☐ On-site - Rent ☐ Private ☐ Under Home Parking
☐ Attendant ☐ Free ☐ On-site - Sale ☐ Public ☐ Unpaved
☐ Brick Driveway ☐ General Common Elements ☐ Parking Fee ☐ Rented/Permit Required
☐ Circular Driveway ☐ Gravel Driveway ☐ Parking Space Conveys ☐ Secure Parking
☐ Concrete Driveway ☐ Handicap Parking ☐ Paved Driveway ☐ Shared Driveway
☐ Crushed Stone ☐ Heated ☐ Paved Parking ☐ Stone Driveway
☐ Dirt Driveway ☐ Lighted Parking ☐ Permit Included ☐ Surface

Photos & Tours

Photo Option* ○ Lister Will Upload All ○ No Photo per Seller	TIP: Click Manage Photos to upload pictures of your listing, and click the Manage Virtual Tours to add URLs of your virtual tours.

Remarks & Internet Settings

Remarks - Public (4000 characters)
Remarks - Agent Private
Remarks - Office Private

Seller Authorizes The Listing on the Internet* ○ Y ○ N	**Seller Authorizes AVM*** ○ Y ○ N
Seller Authorizes Address on the Internet* ○ Y ○ N	**Seller Authorizes Consumer Comments*** ○ Y ○ N

Documents

Documents Available

- ☐ 12 Month Utility History
- ☐ Aerial Photo
- ☐ AI Green & EE Addendum
- ☐ Appraisal
- ☐ Blower Door Test Results on File
- ☐ Boundary Line Survey
- ☐ Building Plan
- ☐ CAFRA
- ☐ Certificate of Occupancy
- ☐ Combustion Safety Test on File
- ☐ Conditions
- ☐ Construction Drawings
- ☐ Contracts on Services
- ☐ Covenants
- ☐ Deed
- ☐ Demographic Study
- ☐ Easements
- ☐ Electrical Information
- ☐ Elevation Letter
- ☐ ENERGY STAR - ACCA Installation
- ☐ Energy Star Certification
- ☐ Engineer
- ☐ Environmental Test
- ☐ Feasibility Study
- ☐ Financial Statements
- ☐ Fixture List
- ☐ Furnishings List
- ☐ Government Approved
- ☐ HERS Insulation Grading
- ☐ HOA-Condo Docs in Broker Office
- ☐ House Plans Available
- ☐ Inspection Result Available
- ☐ Insulation Above DOE Levels
- ☐ Inventory List
- ☐ Investment Analysis
- ☐ L&I Drawings
- ☐ Leases
- ☐ Leases
- ☐ Legal Description
- ☐ Licenses
- ☐ NFRC Window Rating
- ☐ Perc Report
- ☐ Permits
- ☐ Pinelands
- ☐ Plans Available
- ☐ Plat
- ☐ Plot Plan
- ☐ Public Offering
- ☐ Public Works Agreement
- ☐ Radon Test Result
- ☐ Rent Roll
- ☐ Resale Package Available
- ☐ Restrictions
- ☐ Rights of Way
- ☐ Rural Residential Agreement
- ☐ Section 8 Approved
- ☐ Seller's Property Disclosure
- ☐ Site Plan
- ☐ Soil Ground Report
- ☐ Soil Survey
- ☐ Survey - Stake
- ☐ Survey - Tree
- ☐ Survey House Location
- ☐ Tax Return
- ☐ Third-Party Eco-friendly Certification
- ☐ Timber Cruise
- ☐ Topographic Maps
- ☐ Traffic Counts
- ☐ Water Agreement
- ☐ Well Test
- ☐ Wetlands
- ☐ Other

Showing Details

Showing Requirements*

- ☐ 1 Hour Notice
- ☐ 2 Hours Notice
- ☐ 3 Hours Notice
- ☐ 4 Hours Notice
- ☐ 6 Hours Notice
- ☐ 8 Hours Notice
- ☐ 12 Hours Notice
- ☐ 24 Hours Notice
- ☐ 48 Hours Notice
- ☐ 60 Hours Notice
- ☐ Accepted Offer
- ☐ Agent or Owner to be Present
- ☐ Alarm on Property
- ☐ Appointment Only
- ☐ Beware of Dog
- ☐ Call First
- ☐ Call First - Alarm Code
- ☐ Call First - Contact
- ☐ Call First - Listing Agent
- ☐ Call First - Listing Agent 2
- ☐ Call First - Listing Agent 3
- ☐ Call First - Occupant
- ☐ Call First - Office
- ☐ Call First - Owner
- ☐ Call First - Owner Deaf
- ☐ Call First - Showing Contact
- ☐ Call First - Showing Service
- ☐ Call First - Key
- ☐ Concierge
- ☐ Confidential
- ☐ Credit Report Required
- ☐ Day Sleeper
- ☐ Do Not Contact Occupant
- ☐ Do Not Show Without Appt
- ☐ Drive By
- ☐ Email First-Lister
- ☐ Gate Pass
- ☐ Gate/Entr Ctrl
- ☐ Key Available
- ☐ Key at Broker Office
- ☐ Key at Desk
- ☐ Lister Must Accompany
- ☐ Lockbox-Combo
- ☐ Lockbox-Electronic
- ☐ Lockbox-Front Door
- ☐ Lockbox-None
- ☐ Lockbox-Other
- ☐ Lockbox-Sentrilock
- ☐ Lockbox-Supra
- ☐ Major Rehab-Cannot Be Occupied
- ☐ Manager/Recep Desk
- ☐ No Boundary Mark
- ☐ No Phone
- ☐ No Sign on Property
- ☐ Off-Site Sales
- ☐ On-Site Sales
- ☐ Pet(s) on Premises
- ☐ Plan Avail/No Model
- ☐ Registration Required
- ☐ Restricted Times
- ☐ Schedule Online
- ☐ Security System
- ☐ See Models
- ☐ See On-Site Manager
- ☐ See Remarks
- ☐ Show Anytime
- ☐ Sign on Property
- ☐ Smart Home Device Present
- ☐ Subject to Inspection
- ☐ Tenant Occupied
- ☐ Under Construction
- ☐ Vacant
- ☐ Video Monitoring On Premise
- ☐ Other

Showing: Showing Contact

Showing Method* ○ In-Person Only ○ In-Person and Live Video ○ Live Video Only

Showing Contact Type* ○ Go and Show-No Showing Contact ○ Showing Contact 1 ○ Showing Contact 2 ○ Owner ○ Agent ○ Occupant ○ Property Manager ○ Service

Showing Contact Name*	**Showing Contact Phone***

Occupant Type ○ Owner ○ Tenant ○ Vacant	**Occupant Name**	**Occupant Phone**

Showing: Lockbox

Lockbox Location	**Lockbox Serial Number**

Lockbox Type* ☐ None ☐ Combo ☐ SentriLock ☐ Supra ☐ Call Listing Office ☐ See Remarks

TIP: If you have documents to upload to your listing, you can do that by clicking Manage Documents. Check off any you add in the Documents Available section.