RESIDENTIAL LEASE 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

Status* ○ Active ○ Active Under Contract ○ Canceled ○ Closed ○ Coming Soon ○ Pending ○ Temp Off Market ○ Withdrawn

List Price* | **Listing Agreement Type*** ○ Exclusive Agency ○ Exclusive Right

Expiration Date*

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

Prospects Excluded* ○ Y ○ N | **Listing Service Type*** ○ Entry Only ○ Full Service ○ Limited Service

Dual Agency* ○ Y ○ N | **Designated Representative*** ○ 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

Pet Deposit | **Monthly Pet Rent**

Inclusions

Exclusions

Compensation

Buyer Agent Compensation Selection* Compensation: ☐ $ ☐ % of ☐ Monthly Rent ☐ Yearly Rent

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

Locations

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.

Agricultural District*	**Zoning***
Historic ○ Y ○ N	**Zoning Description**
Land Use Code	

Taxes: Tax Bill

Municipal Trash ○ Y ○ N

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

Construction Materials*

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

Roof

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

Wall & Ceiling Types

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

Flooring Type

☐ 3000+ PSI	☐ Carpet	☐ Dirt	☐ Heated	☐ Load Restrictions	☐ Raised	☐ Stone	☐ Vinyl
☐ Bamboo	☐ Ceramic Tile	☐ Fully Carpeted	☐ Heavy Duty	☐ Marble	☐ Rough-In	☐ Terrazzo	☐ Wood
	☐ Concrete	☐ Hardwood	☐ Laminated	☐ Partially Carpeted	☐ Slate	☐ Tile/Brick	☐ 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 ☐ Cable TV ☐ Fiber Optics Available ☐ Phone Available ☐ Sewer Available
☐ (C) Other ☐ Cable TV Available ☐ Multiple Phone Lines ☐ Phone Connected ☐ Under Ground
☐ Above Ground ☐ DSL Available ☐ Natural Gas Available ☐ Phone Not Available ☐ Water Available
☐ Butane ☐ Electric Available ☐ Phone ☐ Propane

Internet Services

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

Water Source*

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

Sewer Septic*

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

Electric Service

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

Hot Water*

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

Cooling Type*

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

Cooling Fuel*

☐ None ☐ Bottled Gas ☐ Geothermal ☐ Renewable ☐ Wind Turbine Power
☐ Electric ☐ Natural Gas ☐ Solar Photovoltaic ☐ Other

Heating Type*

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

Heating Fuel*

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

Water Avg/Month	Water Previous 12 Months
Electric Avg/Month	Electric Previous 12 Months
Gas Avg/Month	Gas Previous 12 Months
Heating Oil Avg/Month	Heating Oil Previous 12 Months

Building & Utilities: Basement & Foundation

Basement* ○ Y ○ N

Basement Type

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

Basement Footprint Percent	**Basement Finished Percent**

Foundation Details

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

Building & Utilities: Measurements

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

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

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

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

Features & Rooms: Exterior Features

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

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

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

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

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

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

Road Frontage Length

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

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

Lot & Parking: Parking

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

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

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

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

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

Lease Details

Date Available*	**RentSpree Online Application Y/N*** ○ Yes ○ No	
Minimum Lease in Months*	**Maximum Lease in Months***	
Lease Expiration	**Security Deposit***	**Application Fee**
Move in Fee	**Repair Deductible**	**Elevator Use Fee**
Months Rent Upfront	**Other Fees**	**Other Fees Frequency**
Purchase Optional ○ Y ○ N		

Rent Includes

☐ None	☐ Electricity	☐ HOA/Condo Fee	☐ Oil	☐ Security Monitoring
☐ Additional Storage Space	☐ Fiber Optics at Dwelling	☐ HVAC Maintenance	☐ Parking	☐ Sewer
☐ Air Conditioning	☐ Fiber Optics Available	☐ Insurance	☐ Partly Furnish	☐ Snow Removal
☐ Cable TV	☐ Full Maintenance	☐ Janitorial	☐ Party Room	☐ Taxes
☐ Common Area Maintenance	☐ Furnished	☐ Lawn Service	☐ Pest Control	☐ Trash Removal
☐ Community Center	☐ Gas	☐ Lease Special Terms	☐ Pool Maintenance	☐ Water
☐ Cooking	☐ Grounds Maintenance	☐ Linens/Utensils	☐ Recreation Facility	☐ Other
	☐ Heat	☐ Maid Service	☐ Secretarial/Answering Services	

Owner Pays

☐ None	☐ Cable TV	☐ Lawn/Shrub Care	☐ Reserves For Replacement	☐ Taxes - Personal Property
☐ Accounting/Legal	☐ Common Area Maintenance	☐ Management	☐ Services (All)	☐ Taxes - Real Estate
☐ Advertising/Licenses/Permits	☐ Electricity	☐ Miscellaneous	☐ Sewer	☐ Trash Collection
☐ Air Conditioning	☐ Gas	☐ Parking Fee	☐ Sewer Maintenance	☐ Water
☐ All Utilities	☐ Heat	☐ Payroll	☐ Snow Removal	☐ Other
☐ Association Fees	☐ Heater Maintenance Contract	☐ Pest Control	☐ Staff Apartment	
	☐ Insurance	☐ Repairs	☐ Supplies	

Tenant Pays

☐ None	☐ Fireplace/Flue Cleaning	☐ Insurance	☐ Taxes
☐ Advertising	☐ Frozen Waterpipe Damage	☐ Janitorial Service	☐ Tennis/Pool Dues
☐ Appliances/Equipment - Some	☐ Gas	☐ Lawn/Tree/Shrub Care	☐ Trash Removal
☐ Cable TV	☐ Gutter Cleaning	☐ Light Bulbs/Filters/Fuses/Alarm Care	☐ Utilities-ALL
☐ Common Area Maintenance	☐ Heat	☐ Minor Interior Maintenance	☐ Utilities-Some
☐ Cooking Fuel	☐ HOA/Condo/Coop Fee	☐ Parking Fee	☐ Water
☐ Electricity	☐ HOA/Condo/Coop Fee Increase	☐ Pest Control	☐ Window/Screens
☐ Exterior Maintenance	☐ Hot Water	☐ Sewer	☐ Other
	☐ HVAC Maintenance	☐ Snow Removal	

Smoking Allowed ○ Y ○ N