

Residential Lease

MLS Data Listing Input Form

Required fields are denoted with a red asterisk (*) and conditionally required fields are denoted with a double red asterisk (**).

Status

*Listing Status: ☐ Active (Property is open to offers and IS available for showings)

Basics

Listing Information:

*List Price:

List Price Low:

*Parcel Number/Tax ID:

Additional Parcels? ☐ Yes ☐ No

Additional Parcels (Separated By Comma):

Seller Consider Concessions? ☐ Yes ☐ No

*Listing Contract Date:

*Expiration Date:

One Time Listing? ☐ Yes ☐ No

*Legal Description:

Tax Lot:

Tax Block:

Zoning:

Flood Zone Classification:
☐ A ☐ AR ☐ B, X (shaded)
☐ AE, A1-A30 ☐ A99 ☐ C, X (unshaded)
☐ AH ☐ V ☐ D
☐ AO ☐ VE, V1-V30

Flood Zone Source:
☐ FEMA
☐ Elevation Certificate
☐ LSU AG
☐ Other

Zoning Type:
☐ Agricultural ☐ Open
☐ Commercial ☐ Other
☐ Industrial ☐ Residential
☐ MultiUse ☐ See Remarks

Parish/City/Subdivision:

*Parish/County:

*City:

Subdivision:

Address Information:

*Street #:

Str Number Ext:

Str Direction Prefix: ☐ East ☐ North ☐ Northeast ☐ Northwest ☐ South ☐ Southeast ☐ Southwest ☐ West

*Street Name:

Str Suffix: ☐ Alley ☐ Cove ☐ Highway ☐ Parkway ☐ Point ☐ Terrace ☐ None
☐ Avenue ☐ Cut / Cutoff ☐ Interstate ☐ Pass / Bypass ☐ Rise ☐ Trace ☐ Other
☐ Boulevard ☐ Drive ☐ Island ☐ Pathway ☐ Road ☐ Trail
☐ Causeway ☐ Expressway ☐ Lane ☐ Pike ☐ Run ☐ Turnpike
☐ Circle ☐ Freeway ☐ Loop ☐ Place ☐ Square ☐ Walk
☐ Court ☐ Heights ☐ Mall ☐ Plaza ☐ Street ☐ Way

Str Suffix Modifier:

Str Direction Suffix: ☐ E ☐ N ☐ NE ☐ NW ☐ S ☐ SE ☐ SW ☐ W

Unit #:

*State:

*Postal Code:

Postal Code +4:

*City Limits: ☐ Yes ☐ No

Country:

*Directions:

School Information:

School District:

High School:

High School Other:

Middle or Junior School:

Middle or Junior School Other:

Elementary School:

Elementary School Other:

Basic Information:

Ownership:

*Structure Type: ☐ Cabin ☐ Flex ☐ Industrial ☐ Mixed Use ☐ Office ☐ Townhouse
☐ Dock ☐ Hotel/Motel ☐ Manufactured ☐ Multi Family ☐ Quadruplex ☐ Triplex
☐ Duplex ☐ House ☐ House ☐ None ☐ Retail ☐ Warehouse

*Year Built:

*Year Built Source: ☐ Appraiser ☐ Assessor ☐ Builder ☐ Estimated ☐ Other ☐ Public Records ☐ See Remarks ☐ Seller

Year Built Effective:

*Property Sub Type:
☐ Apartment ☐ Condominium ☐ Manufactured on Land ☐ Single Family Residence ☐ Townhouse
☐ Boat Slip ☐ Deeded Parking ☐ Own Your Own ☐ Stock Cooperative ☐ Triplex
☐ Cabin ☐ Duplex ☐ Quadruplex ☐ Studio
☐ Commercial/Residential ☐ Loft ☐ Room for Rent ☐ Timeshare

*Beds Total:

*Baths Full:

*Baths 3/4:

*Baths 1/2:

Elevation Units: ☐ Feet ☐ Meters

*Living Area (sf):

*Living Area Source: ☐ Appraiser ☐ Assessor ☐ Estimated ☐ Other ☐ Public Records

*Lot Size Area:

*Lot Size Units: ☐ Acres ☐ Square Feet

*Lot Size Dimensions:

*Lot Size Units: ☐ Acres ☐ Square Feet

*Lot Size Dimensions:

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Basic Information (continued):			
*Lot Dimensions Source: ☐ Appraiser ☐ Builder ☐ GIS Calculated ☐ Other ☐ Plans ☐ See Remarks ☐ Taped ☐ Assessor ☐ Estimated ☐ Not Taped ☐ Owner ☐ Public Records ☐ Survey			
Below Grade (sf):	*Stories Total:	*Senior Community? ☐ Yes ☐ No	*HOA? ☐ Yes ☐ No
Sale Considered: ☐ Yes ☐ No	Levels: ☐ Multi/Split ☐ One ☐ Three Or More ☐ Two		*Garage Spaces:
*# of Units:	Property Attached: ☐ Yes ☐ No	Builder Name:	
Number of Units In Community:		New Construction? ☐ Yes ☐ No	
Special Listing Conditions: ☐ Standard ☐ Conservatorship ☐ Notice Of Default ☐ Third Party Approval ☐ Auction ☐ HUD Owned ☐ Real Estate Owned ☐ Trust ☐ Bankruptcy Property ☐ In Foreclosure ☐ Short Sale			
Securitiy District? ☐ Yes ☐ No			

Description

Public Remarks:

The Public Remarks may only contain a description of the property, its features, its location or community, specific terms to or exclusions from a sale (or lease). All text must be entered in the English language ONLY. The following are NOT allowed to appear in the property description: Gate/Alarm Codes, Lockbox Combo, FSBO, Vacant, Occupied, Open House Information, Showing Instructions, Email Addresses, Website Addresses, Phone Numbers, Agent, Assistant, Co-Lister or Owner Names, or any language that violates Fair Housing/HUD Guidelines.

Exclusions:

Inclusions:

Virtual Tour URL Unbranded (NO Agent/Broker Information):

The Virtual Tour Field shall contain ONLY a live link to a Virtual Tour of the property. The Virtual Tour may not include such things as: agent/broker photos, agent/broker names, phone numbers, web site addresses, email addresses or advertising other than about the property. No messages or solicitations of any kind. Begin your URL with HTTP:// or HTTPS://. For example http://www.virtualtoursite.com/etc.

Syndication Remarks & Branded Virtual Tour

Syndication Remarks:

Syndication Remarks may contain information intended specifically for the consumers; this includes contact and other non-confidential information. Syndication Remarks is used in place of the Property Description for syndication display. If left blank during input, syndication websites will continue to receive the text you place in the "Property Description" field.

Virtual Tour URL Branded (Agent/Broker Information):

This Virtual Tour may include Agent/Office branding and will only be used in our Syndication data feeds. Begin your URL with HTTP:// or HTTPS://. For example http://www.virtualtoursite.com/etc.

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Rooms					
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
*Type:	Dimension 1:	Dimension 2:	*Ceiling Height:	*Floor:	*Level:
Features					
*Fireplace: ☐ Blower Fan ☐ Electric ☐ Free Standing ☐ Gas ☐ None ☐ Outside ☐ Patio ☐ Pellet Stove ☐ Propane ☐ See Through ☐ Two Way ☐ Wood Burning ☐ Wood Stove Insert Accessibility Features: ☐ Accessible Elevator Installed ☐ Adaptable For Elevator ☐ Customized Wheelchair Accessible ☐ Disability Features ☐ Doors - Swing In ☐ Grab Bars In Bathroom(s) ☐ Lowered Light Switches ☐ None ☐ Other ☐ Ramp - Main Level ☐ See Remarks *Cooling: ☐ Ceiling Fans ☐ Central Air ☐ One ☐ Electric ☐ Multi Units ☐ ENERGY STAR Qualified Equipment ☐ High Efficiency ☐ Humidity Control ☐ None ☐ SEER Rated 13-15 ☐ SEER Rated 16+ ☐ Wall/Window Unit(s)					

Kitchen Features:

☐ Butler's Pantry

☐ Corian Counters

☐ Formica Counters

☐ Granite Counters

☐ Kitchen Island

☐ Kitchen Open to Family Room

☐ Kitchenette

☐ Laminate Counters

☐ Quartz Counters

☐ Remodeled Kitchen

☐ Self-closing cabinet doors

☐ Self-closing drawers

☐ Stone Counters

☐ Tile Counters

☐ Utility sink

☐ Walk-In Pantry

*Heating:

☐ Baseboard

☐ Butane

☐ Central

☐ Electric

☐ ENERGY STAR Qualified Equipment

☐ Fireplace(s)

☐ Floor Furnace

☐ Forced Air

☐ Heat Pump

☐ High Efficiency

☐ Humidity Control

☐ Natural Gas

☐ None

☐ Pellet Stove

☐ Propane

☐ Radiant

☐ Solar

☐ Space Heater

☐ Wall Furnace

☐ Wood

☐ Wood Stove

*Laundry:

☐ Dryer Included

☐ Electric Dryer Hookup

☐ Gas & Electric Dryer Hookup

☐ Gas Dryer Hookup

*Laundry continued:

☐ In Carport

☐ In Closet

☐ In Garage

☐ In Kitchen

☐ Individual Room

☐ Inside

☐ None

☐ Outside

☐ See Remarks

☐ Stackable

☐ Washer Hookup

☐ Washer Included

Eating Area:

☐ Breakfast Counter / Bar

☐ Breakfast Nook

☐ Dining Room

☐ Family Kitchen

☐ In Family Room

☐ In Kitchen

☐ In Living Room

☐ Separated

Interior Features:

☐ Attic Fan

☐ Balcony

☐ Bar

☐ Bathtub

☐ Beamed Ceilings

☐ Built-in Features

☐ Cathedral Ceiling(s)

☐ Ceiling Fan(s)

☐ Ceramic Counters

☐ Coffered Ceiling(s)

☐ Corian Counters

☐ Crown Molding

☐ Dry Bar

☐ Elevator

☐ Formica Counters

☐ Granite Counters

☐ High Ceilings

☐ In-Law Floorplan

☐ Intercom

☐ Kitchen Island

☐ Kitchen Open to Family Room

☐ Kitchenette

Interior Features Continued:

☐ Laminate Counters

☐ Living Room Balcony

☐ Open Floorplan

☐ Pantry

☐ Pull Down Stairs to Attic

☐ Recessed Lighting

☐ Remodeled Kitchen

☐ Shower

☐ Shower in Tub

☐ Stair Climber

☐ Stone Counters

☐ Storage

☐ Tile Counters

☐ Tray Ceiling(s)

☐ Vacuum Central

☐ Wet Bar

☐ Wired for Data

☐ Wired for Sound

*Utilities:

☐ Cable Available

☐ Cable Connected

☐ Cable Not Available

☐ Electricity Available

☐ Electricity Connected

☐ Electricity Not Available

☐ Natural Gas Available

☐ Natural Gas Connected

☐ Natural Gas Not Available

☐ None

☐ Other

☐ Phone Available

☐ Phone Connected

☐ Phone Not Available

☐ Propane

☐ See Remarks

☐ Sewer Available

☐ Sewer Connected

☐ Sewer Not Available

☐ Underground Utilities

☐ Water Available

☐ Water Connected

☐ Water Not Available

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Interior Features (Continued)

Electric: ☐ 220 Volts ☐ 220 Volts For Spa ☐ 220 Volts in Garage ☐ 220 Volts in Kitchen ☐ 220 Volts in Laundry ☐ 220 Volts in Workshop ☐ 220V Other - See Remarks ☐ 440 Volts ☐ Electricity - On Property ☐ Electricity - Unknown Electricity Provided By: ☐ Beaugregard ☐ Cleco ☐ Entergy ☐ Jeff Davis ☐ Other Bathroom Features: ☐ Bathtub ☐ Closet in bathroom ☐ Corian Counters ☐ Double sinks in bath(s)	Bathroom Features continued: ☐ Double Sinks In Master Bath ☐ Dual shower heads (or Multiple) ☐ Exhaust fan(s) ☐ Formica Counters ☐ Granite Counters ☐ Heated Floor ☐ Hollywood Bathroom (Jack&Jill) ☐ Jetted Tub ☐ Laminated Counters ☐ Remodeled ☐ Separate tub and shower ☐ Shower ☐ Shower in Tub ☐ Soaking Tub ☐ Stone Counters ☐ Tile Counters ☐ Upgraded ☐ Vanity area ☐ Walk-in shower	*Appliances: ☐ 6 Burner Stove ☐ Barbecue ☐ Built-In Range ☐ Convection Oven ☐ Dishwasher ☐ Disposal ☐ Double Oven ☐ Electric Cooktop ☐ Electric Oven ☐ Electric Range ☐ Electric Water Heater ☐ ENERGY STAR Qualified Appliances ☐ ENERGY STAR Qualified Water Heater ☐ Free-Standing Range ☐ Freezer ☐ Gas & Electric Range ☐ Gas Cooktop ☐ Gas Oven ☐ Gas Range ☐ Gas Water Heater ☐ High Efficiency Water Heater ☐ Ice Maker	*Appliances: ☐ Instant Hot Water ☐ Microwave ☐ None ☐ Portable Dishwasher ☐ Range Hood ☐ Recirculated Exhaust Fan ☐ Refrigerator ☐ Self Cleaning Oven ☐ Solar Hot Water ☐ Tankless Water Heater ☐ Trash Compactor ☐ Vented Exhaust Fan ☐ Warming Drawer ☐ Water Heater ☐ Water Line to Refrigerator ☐ Water Purifier ☐ Water Softener
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Exterior Features

*Pool Features: ☐ Above Ground ☐ Association ☐ Community ☐ Diving Board ☐ Exercise Pool ☐ Fenced ☐ Fiberglass ☐ Filtered ☐ Gas Heat ☐ Gunite ☐ Heated ☐ In Ground ☐ Indoor ☐ Lap ☐ None ☐ Pool Cover ☐ Private ☐ Salt Water ☐ Solar Heat ☐ Tile ☐ Vinyl ☐ Waterfall Spa Features: ☐ Above Ground ☐ Bath ☐ Fiberglass ☐ Gunite ☐ Heated ☐ In Ground ☐ None ☐ Private ☐ See Remarks ☐ Solar Heated ☐ Vinyl Exterior Features: ☐ Awning(s) ☐ Barbecue Private ☐ Boat Lift ☐ Boat Slip ☐ Corral ☐ Dock Private	Exterior Features: ☐ Lighting ☐ Pier ☐ Rain Gutters ☐ Satellite Dish ☐ Stable ☐ TV Antenna Patio and Porch Features: ☐ Brick ☐ Concrete ☐ Covered ☐ Deck ☐ Enclosed ☐ Front Porch ☐ None ☐ Patio ☐ Patio Open ☐ Porch ☐ Rear Porch ☐ Screened ☐ Screened Porch ☐ Slab ☐ Stone ☐ Tile ☐ Wood ☐ Wrap Around *Common Walls: ☐ 1 Common Wall ☐ 2+ Common Walls ☐ End Unit ☐ No Common Walls ☐ No One Above ☐ No One Below Architectural Style: ☐ Acadian ☐ Bungalow ☐ Camp ☐ Cape Cod ☐ Colonial ☐ Farmhouse ☐ Contemporary ☐ Cottage	Architectural Style continued: ☐ Craftsman ☐ Custom Built ☐ English ☐ French ☐ Georgian ☐ Log ☐ Mediterranean ☐ Mid Century Modern ☐ Modern ☐ Ranch ☐ See Remarks ☐ Shotgun ☐ Spanish ☐ Traditional ☐ Tudor ☐ Victorian *Lot Features: ☐ 0-1 Unit/Acre ☐ 2-5 Units/Acre ☐ 6-10 Units/Acre ☐ 11-15 Units/Acre ☐ 16-20 Units/Acre ☐ 21-25 Units/Acre ☐ 26-30 Units/Acre ☐ 31-35 Units/Acre ☐ 36-40 Units/Acre ☐ Agricultural ☐ Agricultural - Dairy ☐ Agricultural - Other ☐ Agricultural - Row/Crop ☐ Agricultural - Tree/Orchard ☐ Back Yard ☐ Corner Lot ☐ Cul-De-Sac ☐ Front Yard ☐ Garden ☐ Irregular Lot ☐ Landscaped ☐ Lawn ☐ No Landscaping ☐ On Golf Course ☐ Pasture ☐ Patio Home	*Lot Features continued: ☐ Paved ☐ Ranch ☐ Secluded ☐ Sprinkler System ☐ Sprinklers Drip System ☐ Treed Lot ☐ Utilities - Overhead ☐ Yard ☐ Zero Lot Line Foundation Details: ☐ Block ☐ Brick/Mortar ☐ Combination ☐ Concrete Perimeter ☐ FHA Approved ☐ None ☐ Permanent ☐ Pier Jacks ☐ Pillar/Post/Pier ☐ Raised ☐ See Remarks ☐ Slab ☐ Stacked Block ☐ Stone ☐ Tie Down Disclosures: ☐ 3rd Party Rights ☐ Bankruptcy ☐ Cautions Call Agent ☐ CC And R's ☐ Easements ☐ Environmental Restrictions ☐ Exclusions Call Agent ☐ Flood Insurance Required ☐ Flood Zone ☐ Historical ☐ Home Warranty ☐ Homeowners Association ☐ Incorporated ☐ Manufactured Homes Allowed
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Exterior Features (Continued)

Disclosures:

- ☐ Mineral Rights
- ☐ Principal Is RE Licensed
- ☐ Property Report
- ☐ REAP

Security Features:

- ☐ 24 Hour Security
- ☐ Automatic Gate
- ☐ Carbon Monoxide Detector(s)
- ☐ Card/Code Access
- ☐ Closed Circuit Camera(s)
- ☐ Fire and Smoke Detection System
- ☐ Fire Rated Drywall
- ☐ Fire Sprinkler System
- ☐ Firewall(s)
- ☐ Gated Community
- ☐ Security Lights
- ☐ Security System
- ☐ Smoke Detector(s)
- ☐ Window Bars
- ☐ Wired for Alarm System

Property Condition:

- ☐ Additions/Alterations
- ☐ Building Permit
- ☐ Fixer
- ☐ New Construction
- ☐ Repairs Cosmetic
- ☐ Repairs Major
- ☐ Turnkey
- ☐ Under Construction
- ☐ Updated/Remodeled

***Sewer:**

- ☐ None
- ☐ Other
- ☐ Private Sewer
- ☐ Public Sewer
- ☐ Septic Type Unknown
- ☐ Shared Septic
- ☐ Unknown
- ☐ Mechanical

Construction Materials:

- ☐ Aluminum Siding
- ☐ Asphalt
- ☐ Block
- ☐ Blown-In Insulation
- ☐ Brick
- ☐ Brick Veneer
- ☐ Cedar
- ☐ Cellulose Insulation
- ☐ Concrete
- ☐ Drywall Walls
- ☐ Fiberglass Siding
- ☐ Flagstone
- ☐ Frame
- ☐ Hardboard
- ☐ HardiPlank Type
- ☐ Log
- ☐ Log Siding
- ☐ Masonite
- ☐ Metal Siding
- ☐ Other
- ☐ Plaster
- ☐ Redwood Siding
- ☐ Shake Siding
- ☐ Shingle Siding

Construction Materials continued:

- ☐ Spray Foam Insulation
- ☐ Steel
- ☐ Steel Siding
- ☐ Stone
- ☐ Stone Veneer
- ☐ Stucco
- ☐ Synthetic Stucco
- ☐ Unknown
- ☐ Vertical Siding
- ☐ Vinyl Siding
- ☐ Wood Siding

Window Features:

- ☐ Atrium
- ☐ Bay Window(s)
- ☐ Blinds
- ☐ Casement Windows
- ☐ Custom Covering
- ☐ Double Pane Windows
- ☐ Drapes
- ☐ ENERGY STAR Qualified Windows
- ☐ Insulated Windows
- ☐ Plantation Shutters
- ☐ Screens
- ☐ Shutters
- ☐ Skylight(s)
- ☐ Stained Glass
- ☐ Storm Window(s)
- ☐ Tinted Windows
- ☐ Triple Pane Windows
- ☐ Wood Frames

Roof:

- ☐ Asbestos Shingle
- ☐ Seal Tab
- ☐ Asphalt
- ☐ Composition
- ☐ Concrete
- ☐ Copper
- ☐ Flat
- ☐ Foam
- ☐ Metal
- ☐ Mixed
- ☐ None
- ☐ Other
- ☐ Ridge Vents
- ☐ Shake
- ☐ Shingle
- ☐ Slate
- ☐ Spanish Tile
- ☐ Stone
- ☐ Synthetic
- ☐ Tar/Gravel
- ☐ Tile
- ☐ Wood

Waterfront Features:

- ☐ Across the Road from Lake/Ocean
- ☐ Beach Access
- ☐ Beach Front
- ☐ Fishing in Community
- ☐ Includes Dock
- ☐ Lake
- ☐ Lake Front
- ☐ Lake Privileges
- ☐ Navigable Water
- ☐ Pond
- ☐ River Front
- ☐ Waterfront With Home Across Road

Door Features:

- ☐ Atrium Doors
- ☐ Double Door Entry
- ☐ ENERGY STAR Qualified Doors
- ☐ French Doors
- ☐ Insulated Doors
- ☐ Mirror Closet Door(s)
- ☐ Panel Doors
- ☐ Service Entrance
- ☐ Sliding Doors
- ☐ Storm Door(s)

***Water Source:**

- ☐ None
- ☐ Other
- ☐ Private
- ☐ Public
- ☐ See Remarks
- ☐ Well

Fencing:

- ☐ Barbed Wire
- ☐ Block
- ☐ Brick
- ☐ Chain Link
- ☐ Cross Fenced
- ☐ Electric
- ☐ Invisible
- ☐ Livestock
- ☐ Masonry
- ☐ None
- ☐ Partial
- ☐ Privacy
- ☐ Redwood
- ☐ Security
- ☐ Split Rail
- ☐ Stone
- ☐ Stucco Wall
- ☐ Vinyl
- ☐ Wire
- ☐ Wood
- ☐ Wrought Iron

Other Structures:

- ☐ Airplane Hangar
- ☐ Boat House
- ☐ Barn(s)
- ☐ None
- ☐ Gazebo
- ☐ Outdoor Kitchen
- ☐ Greenhouse
- ☐ Guest House
- ☐ Guest House Attached
- ☐ Guest House Detached
- ☐ Outbuilding
- ☐ Sauna Private
- ☐ Second Garage
- ☐ Second Garage Attached
- ☐ Second Garage Detached
- ☐ Shed(s)
- ☐ Storage
- ☐ Workshop

View:

- ☐ Bridge(s)
- ☐ Canal
- ☐ Courtyard
- ☐ Golf Course
- ☐ Lake
- ☐ Neighborhood
- ☐ None
- ☐ Pasture
- ☐ Pond
- ☐ Pool
- ☐ River
- ☐ Trees/Woods
- ☐ Water

Community Features:

- ☐ Biking
- ☐ BLM/National Forest
- ☐ Curbs
- ☐ Dog Park
- ☐ Fishing
- ☐ Golf
- ☐ Gutters
- ☐ Hiking
- ☐ Hunting
- ☐ Lake
- ☐ Park
- ☐ Preserve/Public Land
- ☐ Rural
- ☐ Sidewalks
- ☐ Stable(s)
- ☐ Storm Drains
- ☐ Street Lights
- ☐ Suburban
- ☐ Urban

Road Frontage Type:

- ☐ Alley
- ☐ City Street
- ☐ Country Road
- ☐ County Road
- ☐ Highway
- ☐ Private Road

Road Surface Type:

- ☐ Alley Paved
- ☐ Gravel
- ☐ Maintained
- ☐ Not Maintained
- ☐ Paved
- ☐ Unpaved

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Beds/Baths, Garage and Parking

Main Level Beds:	Main Level Baths:	Attached Garage? ☐ Yes ☐ No
Uncovered Spaces:	Carport Spaces:	RV Parking Dimensions:
Parking: ☐ Asphalt ☐ Converted Garage ☐ Garage - Three Door ☐ No Driveway ☐ RV Access/Parking ☐ Parking Lot ☐ Covered ☐ Garage - Two Door ☐ None ☐ Shared Driveway ☐ Assigned ☐ Deck ☐ Garage Door Opener ☐ Other ☐ Street ☐ Attached Carport ☐ Detached Carport ☐ Garage Faces Front ☐ Oversized ☐ Tandem ☐ Built-In Storage ☐ Driveway ☐ Garage Faces Rear ☐ Parking Space ☐ Uncovered ☐ Carport ☐ Driveway Blind ☐ Garage Faces Side ☐ Paved ☐ Workshop in Garage ☐ Circular Driveway ☐ Garage ☐ Golf Cart Garage ☐ Private ☐ Concrete ☐ Garage - Single Door ☐ Heated Garage ☐ Public		

Land & Lease

Lease Information:

*Lease Term: ☐ 12 Months ☐ 6 Months ☐ Negotiable ☐ Weekly ☐ 24 Months ☐ Month to Month ☐ Short Term Lease			
*Availability Date:			
Current Financing: ☐ Assumable ☐ Existing Bonds ☐ FHA 203(b) ☐ Government Loan ☐ Private ☐ VA No Loan ☐ Contract ☐ Fannie Mae ☐ FHA 203(k) ☐ None ☐ USDA ☐ VA No No Loan ☐ Conventional ☐ FHA ☐ Freddie Mac ☐ Other ☐ VA			
Furnished: ☐ Furnished ☐ Furnished Or Unfurnished ☐ Negotiable ☐ Partially ☐ Unfurnished			
Pets Allowed? ☐ Breed Restrictions ☐ Call ☐ Cats OK ☐ Dogs OK ☐ No ☐ Number Limit ☐ Size Limit ☐ Yes		Addl Rent For Pets: ☐ No ☐ See Remarks ☐ Yes	
Rent Includes: ☐ None ☐ Cable TV ☐ Gas ☐ See Remarks ☐ Water ☐ All Utilities ☐ Electricity ☐ Maid Service ☐ Sewer ☐ Association Dues ☐ Gardener ☐ Pool ☐ Trash Collection			
**HOA Amenities: ☐ Barbecue ☐ Clubhouse ☐ Gym/Ex Room ☐ Spa/Hot Tub ☐ Billiard Room ☐ Dog Park ☐ Pool ☐ Sport Court ☐ Card Room ☐ Guard ☐ Sauna ☐ Tennis Court(s)			
**HOA Name:		**HOA Phone:	Ext:
**HOA Management Name:			

Deposits/Fees:

*Transfer Fee:	*Transfer Fee Paid By: ☐ Owner ☐ Tenant	*Deposit Security:
*Deposit Key:	*Deposit Pets:	*Deposit Other:
**HOA Fee:	HOA Fee 2 Frequency: ☐ Monthly ☐ Quarterly ☐ Annually ☐ Semi-Annually	
*Cashiers Check: ☐ 1st Month Rent ☐ Credit Report ☐ Last Month Rent ☐ Not Applicable ☐ Pet Deposit ☐ Security Deposit		
Credit Check: ☐ Yes ☐ No	*Credit Amount:	*Credit Check Paid By: ☐ Owner ☐ Tenant
Total Move In Costs:		
*Insurance Water Furniture? ☐ Yes ☐ No		First Repairs:
Mgmt Company Name:		Mgmt Company Phone: Ext:

*Listing Terms ☐ 1031 Exchange ☐ Fannie Mae ☐ Lease Back ☐ Private Financing Available ☐ Trust Conveyance ☐ Cal Vet Loan ☐ FHA ☐ Lease Option ☐ Relocation Property ☐ Trust Deed ☐ Cash ☐ FHA 203(b) ☐ Lien Release ☐ Subject To Court ☐ USDA Loan ☐ Cash To Existing Loan ☐ FHA 203(k) ☐ Owner May Carry ☐ Subject To Other ☐ VA Loan ☐ Cash to New Loan ☐ Freddie Mac ☐ Owner Pay Points ☐ Submit ☐ VA No Loan ☐ Contract ☐ Government Loan ☐ Owner Survey ☐ Subordinate ☐ VA No No Loan ☐ Conventional ☐ Land Use Fee ☐ Owner Will Carry ☐ Trade			
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Serial and License:

Serial (U):	DOH1:	License1:
Serial (X):	DOH2:	License2:
Serial (XX):	DOH3:	License3:

Residential Lease

MLS Data Listing Input Form

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Office & MLS

Listing Information:

*Dual Variable Compensation? ☐ Yes ☐ No

Lease Renewal Compensation: ☐ Call Listing Agent ☐ Commission Paid On Tenant Purchase ☐ Renewal Commission Paid
☐ Call Listing Office ☐ No Renewal Commission

Buyer Agency Comp Per: ☐ First Months Rent ☐ First Years Rent ☐ Lump Sum ☐ Other ☐ Yearly
☐ First Weeks Rent ☐ Lease Term ☐ Monthly ☐ Weekly

*Listing Service: ☐ Entry Only ☐ Full Service ☐ Limited Service Start Showing Date: Sign on Property?
☐ Yes ☐ No

*Listing Agreement: ☐ Exclusive Right To Sell ☐ Open
☐ Exclusive Right With Exception ☐ Seller Reserved

Contingency:

Showing Contact Information:

*Showing Contact Type: ☐ Agent ☐ None ☐ Occupant ☐ Other ☐ Owner ☐ Property Manager ☐ See Remarks

Showing Contact Name: Showing Contact Phone: Ext:

Occupant Information:

*Occupant Type: ☐ Owner ☐ Tenant ☐ Vacant Owner Name:

Showing Information:

*Showing Instructions:

*Lock Box Location:

*Lock Box Type: ☐ Call Listing Office ☐ None ☐ Seller Providing Access
☐ Combo ☐ Risco ☐ SentiLock
☐ Multacc ☐ See Remarks ☐ Supra

Lock Box Version: ☐ Supra ☐ Supra BT ☐ Supra BT LE Lock Box Serial Number:

Showing Requirements:

☐ 24 Hour Notice ☐ Call Owner ☐ Email Listing Agent ☐ Occupied ☐ Showing Service
☐ Appointment Only ☐ Call Tenant ☐ Key In Office ☐ Pet(s) on Premises ☐ Text Listing Agent
☐ Call Listing Agent ☐ Combination Lock Box ☐ Lockbox ☐ Restricted Hours ☐ To Be Built
☐ Call Listing Office ☐ Day Sleeper ☐ No Lockbox ☐ Security System ☐ Under Construction
☐ Call Manager ☐ Do Not Show ☐ No Sign ☐ See Remarks

Contact Information:

Other Phone Description: Other Phone Number: Ext:

*Preferred Order of Contact — Select up to 6 contact options using the numbers 1 to 6 to specify the order.

_____ Agent Cell Ph	_____ Agent Pager Ph	_____ Co-Agent Direct Ph	_____ Co-Agent Text Message	_____ Office Ph
_____ Agent Direct Ph	_____ Agent Text Message	_____ Co-Agent Email	_____ Co-Agent Toll Free	_____ Other
_____ Agent Email	_____ Agent Toll Free	_____ Co-Agent Fax	_____ Co-Agent Voice Mail	
_____ Agent Fax	_____ Agent Voice Mail	_____ Co-Agent Home Ph	_____ Offers Email	
_____ Agent Home Ph	_____ Co-Agent Cell Ph	_____ Co-Agent Pager Ph	_____ Office Fax	

Ad Number:

Before selecting "No" on any of the below options written authorization from the seller is required.

*Internet Entire Listing Display? ☐ Yes ☐ No *Internet Address Display? ☐ Yes ☐ No

*Internet Consumer Comment? ☐ Yes ☐ No *Internet Automated Valuation Display? ☐ Yes ☐ No

*Neighborhood Market Report Seller Participant? ☐ Yes ☐ No

Private Remarks:

Residential Lease

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Office & MLS (continued)

Agent Information:

*List Agent MLS ID:	Co-List Agent MLS ID:
List Team ID:	Co-List Team ID:
Offers Email:	*List Agent Email Confidential:
Photographer MLS ID:	

State License

Listing Agent information:

List Agent:	List Agent State License Number:
Co-Listing Agent information:	
Co-List Agent:	Co-List Agent State License Number:

Open House

Open House #1:

**Date:		**Time: _____ ☐ AM ☐ PM		to _____ ☐ AM ☐ PM	
**Showing Agent:	**Attended: ☐ Agent ☐ Seller ☐ Unattended	Refreshments:		Drawing? ☐ Yes ☐ No	
Open House Type: ☐ Broker ☐ Office ☐ Public ☐ Virtual Public ☐ Virtual Broker					
Virtual Open house URL:					
Comments:					*Active? ☐ Yes ☐ No

Open House #2:

**Date:		**Time: _____ ☐ AM ☐ PM		to _____ ☐ AM ☐ PM	
**Showing Agent:	**Attended: ☐ Agent ☐ Seller ☐ Unattended	Refreshments:		Drawing? ☐ Yes ☐ No	
Open House Type: ☐ Broker ☐ Office ☐ Public ☐ Virtual Public ☐ Virtual Broker					
Virtual Open house URL:					
Comments:					*Active? ☐ Yes ☐ No

Open House #3:

**Date:		**Time: _____ ☐ AM ☐ PM		to _____ ☐ AM ☐ PM	
**Showing Agent:	**Attended: ☐ Agent ☐ Seller ☐ Unattended	Refreshments:		Drawing? ☐ Yes ☐ No	
Open House Type: ☐ Broker ☐ Office ☐ Public ☐ Virtual Public ☐ Virtual Broker					
Virtual Open house URL:					
Comments:					*Active? ☐ Yes ☐ No

Open House #4:

**Date:		**Time: _____ ☐ AM ☐ PM		to _____ ☐ AM ☐ PM	
**Showing Agent:	**Attended: ☐ Agent ☐ Seller ☐ Unattended	Refreshments:		Drawing? ☐ Yes ☐ No	
Open House Type: ☐ Broker ☐ Office ☐ Public ☐ Virtual Public ☐ Virtual Broker					
Virtual Open house URL:					
Comments:					*Active? ☐ Yes ☐ No

Residential Lease

MLS Data Listing Input Form

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Listing Agent

Listing Agent information:

*First Name:	Last Name:	
Agent Direct Office Phone:	Ext:	Agent Cell Phone:
Agent Home Phone:	Ext:	Agent Fax:
Agent Toll Free Phone:	Ext:	Agent Pager:
Agent Voicemail:	Ext:	
Office Name:		
Office Phone:	Ext:	Office Fax:
Agent Email Address:	State License Number:	

Co-Listing Agent information:

*First Name:	Last Name:	
Agent Direct Office Phone:	Ext:	Agent Cell Phone:
Agent Home Phone:	Ext:	Agent Fax:
Agent Toll Free Phone:	Ext:	Agent Pager:
Agent Voicemail:	Ext:	
Office Name:		
Office Phone:	Ext:	Office Fax:
Agent Email Address:	State License Number:	

Buyer Agent

Buyer Agent information:

*First Name:	Last Name:
Office Name:	State License Number:

Co-Buyer Agent information:

*First Name:	Last Name:
Office Name:	State License Number:

Signatures

*Agent Signature:	Date:
*Sellers Signature:	Date:
*Broker/Participant's Signature:	Date:
*Sellers Signature:	Date: