

RENAME STANDARD TO LISTING TERMS WITH THE FOLLOWING FIELDS

(Combine Location information with Listing Terms Section)

- LVT
- MLS#
- Photo
- Class
- Parcel #
- **PPin # *NEW Field***
- Address
- Post Dir
- Unit #
- City
- State
- Zip
- Mapping
- County
- Lot and Block
- Lot Size
- Acreage
- Subdivision >Neighborhood
- Sub Area (used in Etowah, Cherokee or DeKalb County only)
- List/Market Date
- Expiration Date
- Status
- Expected On-Market Date
- Price
- Type
- Sale/Rent
- Selling Terms
- Legal Description
- IDX Include
- Syndication
- Appear on Internet
- VOW: Display Address
- VOW: Allow AVM
- Allow 3rd Party Comments

AGENT INFORMATION

- Service Level
- Listing Agent
- List Agent Lic ID
- Listing Office
- Listing Team Name
- Co-Listing Agent
- Co-Listing Office
- Lockbox

- BF-TO SHOW: change the field name to “**Showing Instructions**”
- Code
- ~~Sub Agent~~ ****DELETE HERE AND ON LISTING AGREEMENT****
- **Compensation Type: Choose \$ or % *NEW Field***
- Buyer Broker: Choose value
- Transaction Broker: Choose value
- Other Fee
- “Public Remarks” [Add a tool tip]
- Agent Remarks
- Advertising Remarks
- FROR: Y/N
- FROR Details

OWNERS INFORMATION

- Owner 1 First Name
- Owner 1 Last Name
- Owner 2 First Name
- Owner 2 Last Name
- Additional Owner
- Owner Phone
- Owner Phone 2
- Occupied Y/N
- Owner Occupied Y/N
- Investment Tenant Option
- Lease Property Y/N
- Term of Lease
- Foreclosure
- Short Sale

PROPERTY DETAILS

- APX Age
- Tax Year Built
- Tax Year
- Tax Amt
- Construction Status
- Projected Completion Date
- Builder’s Name – OLD**
- Builder’s Name**
- Elementary School
- Middle School
- High School
- Jr. High School
- Intermediate School
- Other School
- OA Y/N (If yes, following fields marked **R** are required)
- OA Name **R**
- OA Contact Person **R**

- OA Phone Number **R**
- OA Email [not required]
- OA Fee \$ **R**
- OA Term **R**
- OA Contact Position
- BH-OWNER ASSOC INCL
- Maintenance Fee
- Gated Community
- Certified Green Y/N
- Water Property Y/N
- Bluff/Brow View
- Handicap Int
- Handicap Ext
- Directions
- Property Facts

INTERIOR INFORMATION

- Approx. Total Finished Sq Ft
- Source of Sq Ft
- 1st Level Sq Ft
- 2nd Level Sq Ft
- Unfinished Sq Ft
- Basement Sq Ft
- Garage Sq Ft/Dim
- **Detached Finished Sq Ft – *NEW FIELD* [Add a tool tip?]**
- Rooms (total #)
- Bedrooms (total #)
- #BedroomsLv11
- #BedroomsLevel2
- #BedroomsOthLvls
- Baths (total #)
- Baths: Full
- Baths: 3/4
- Baths: ½
- Whirlpool
- Sep Shower
- Rooms 1-18 w/ DIM, LVL, DESC [Correcting Order on report asap]

FEATURES

- **Removed “Special Rooms and Morning Kitchen” from ROOMS feature list**
- All Features
- AS-STYLE
- AU-CONSTRUCTION
- AV-SUB STRUCTURE
- BP-ROOM SEARCH
- BE-APPLIANCES
- AW-WATER/SEWER

- BA-SPECIAL NEEDS
- BB-GARAGE/CARPORT
- BK-WATER PROPERTY
- BJ-OUTDOOR
- AX-HEAT
- AY-AIR CONDITION
- AZ-FIREPLACE
- BI-FENCE
- BM-FARM FENCE
- BN-LAND OPTIONS
- BQ-SMART FEATURES
- BD-THIRD PARTY CERTIFICATION
- BC-ENERGY/GREEN FEATURES
- BL-MISCELLANEOUS
- BO-DOCUMENTS AVAILABLE

VIRTUAL MEDIA [No change]

AUCTION DETAILS [TO APPEAR WHEN PROP TYPE IS AU]

SOLD [No change]

| LISTING TERMS | | | |
|---|--|---|--|
| Listing Visibility Type (LVT) will auto-populated based on the listing status | | <input type="checkbox"/> MLS # (Computer assigned) _____ | |
| <input type="checkbox"/> Upload primary photo | | | |
| Residential Property Class Category 1 | <input type="checkbox"/> Types (Select one) | | |
| | <input type="checkbox"/> (AU) Auction | <input type="checkbox"/> (SF) Single Family | |
| | <input type="checkbox"/> (CO) Condo | <input type="checkbox"/> (TH) Townhouse | |
| | <input type="checkbox"/> (DL) Deeded RV Lots | <input type="checkbox"/> (IP) Investment Property | |
| | <input type="checkbox"/> (FH) Farm w/Home | <input type="checkbox"/> (MH) Manufactured Home | |
| Parcel # _____ <small>(USE TAX AUTO-FILL)</small> | PPIN # _____ <small>(USE TAX AUTO-FILL)</small> | | |
| <input type="checkbox"/> Address Number _____ (DIR) Street Name _____ | | | |
| Post Dir. _____ | | Unit # _____ | |
| <input type="checkbox"/> City Limits Y/N _____ | <input type="checkbox"/> State _____ | <input type="checkbox"/> Zip _____ | |
| <input type="checkbox"/> Mapping(Validate Map) | | | |
| <input type="checkbox"/> County _____ | <input type="checkbox"/> Lot _____ | <input type="checkbox"/> Block _____ | |
| <input type="checkbox"/> Lot Size _____ | | <input type="checkbox"/> Acreage _____ | |
| <input type="checkbox"/> Subdivision Name _____ <small>(IF NO S/D NAME USE METES & BOUNDS)</small> | | <input type="checkbox"/> Neighborhood Name _____ | |
| Sub Area _____ <small>Sub-Area's are used in the following counties: (Cherokee, DeKalb, Etowah)</small> | | | |
| <input type="checkbox"/> List/Market Date ____/____/____ | | <input type="checkbox"/> Expiration Date ____/____/____ | |
| <input type="checkbox"/> Status _____ | | <input type="checkbox"/> Expected On Market Date ____/____/____ <small>(This date is required when using Coming Soon Status)</small> | |
| <input type="checkbox"/> Price \$ _____ | | <input type="checkbox"/> SALE OR <input type="checkbox"/> RENT | |
| <input type="checkbox"/> Selling Terms : <input type="checkbox"/> Assumable <input type="checkbox"/> Cash <input type="checkbox"/> Conv <input type="checkbox"/> FHA <input type="checkbox"/> VA <input type="checkbox"/> Equity <input type="checkbox"/> Owner Fin <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Rural Dev Target <input type="checkbox"/> Target Bond <input type="checkbox"/> Trade Considered <input type="checkbox"/> Other <input type="checkbox"/> See remarks | | | |
| LEGAL DESCRIPTION (255 characters) _____ _____ | | | |
| <input type="checkbox"/> IDX Include Y/N: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes-without address <small>(Internet Data Exchange is for Broker/Agent Websites)</small> | | | |
| <input type="checkbox"/> Syndication Y/N: <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Syndicate to other portals, i.e. Realtor.com, ValleyMLS, Homesnap)</small> | | | |
| <input type="checkbox"/> Appear on Internet? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| <input type="checkbox"/> VOW: Display Address? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Vow=Virtual Office Website) (Display property address on VOW site?)</small> | | | |
| <input type="checkbox"/> VOW: Allow AVM ? <input type="checkbox"/> Yes <input type="checkbox"/> No <small>(Allow AVM & Comments will only appear on company Virtual Office Websites (VOW) for their Registered Clients, not public feeds/sites)</small> | | | |
| <input type="checkbox"/> VOW: Allow 3 rd Party Comments? <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| AGENT INFORMATION | | | |
| <input type="checkbox"/> Service Level: <input type="checkbox"/> Agency <input type="checkbox"/> Transaction Limited Service | | | |
| <input type="checkbox"/> Listing Agent: _____ | | <input type="checkbox"/> Listing Office _____ | |
| <input type="checkbox"/> Listing Team Name: _____ | | | |
| <input type="checkbox"/> CO-List Agent _____ | | <input type="checkbox"/> CO-List Office _____ | |

Lockbox # _____ (To assign your Supra LB, go to Select an Action)

Showing Instructions:

| | | | |
|-----------------------------|-----------------------------|-----------------------------|---------------|
| <input type="checkbox"/> LB | Lockbox (use only if Supra) | <input type="checkbox"/> AO | Appt Only |
| <input type="checkbox"/> ST | ShowingTime | <input type="checkbox"/> AO | Appt Only/WO |
| <input type="checkbox"/> CF | Call First | <input type="checkbox"/> NP | Notice-Pets |
| <input type="checkbox"/> CA | Call Agent | <input type="checkbox"/> SS | Sec System |
| <input type="checkbox"/> CO | Call Office | <input type="checkbox"/> KO | Key at Office |
| <input type="checkbox"/> CT | Call Tenant | <input type="checkbox"/> | See Remarks |
| <input type="checkbox"/> CC | Call Center | <input type="checkbox"/> CM | Call Manager |
| <input type="checkbox"/> TA | Text Agent | <input type="checkbox"/> TO | Text Owner |

- R** CODE: "0" = No Restrictions Regarding Commission
 "51" Seller has right to sell w/o paying a commission
 "TO" Trade Only/Seller will only consider a trade of real property
 "VC" Variable Rate Commission

R Compensation Type: \$ or %

R Buyer Broker _____ **R** Transaction Broker _____ **R** Other _____
 Use other when offering a _____ us

Agent Remarks (550 Characters)

Public Remarks (700 Characters)

Advertising Remarks (700 Characters)

New field added to make sure it is clearly understood if the compensation is listed as a flat \$ amount or a %.
 Also removed Sub-Agent option.

FROR? Yes No **R** **FROR Details:** 24 HR 48 HR Other (required only if FROR =YES)

OWNERS INFORMATION

R Owner 1 First Name _____ **R** Owner 1 Last Name _____
 Owner 2 First Name _____ Owner 2 Last Name _____
 Additional Owner First _____ Additional Owner Last _____
 Owners Phone # _____ Owners 2nd Phone # _____
R Occupied? Yes No **R** Owner Occupied? Yes No (See investment options below)

Investment Tentant Option: Not Occupied, Proceed with showing Tenant Occupied - DO NOT SHOW

This field is only allowed if NOT owner occupied

Lease Property? Yes No **Terms of Lease:** Annual Month-Month See Remarks

R Foreclosure? Yes No **Right of Redemption Date:** _____ **R** Short Sale? Yes or No

PROPERTY DETAILS

| | | |
|------------------------------------|--------------------------|-----------------------|
| <input type="checkbox"/> 01-05 Yrs | <input type="checkbox"/> | 50-74 Yrs |
| <input type="checkbox"/> 06-10 Yrs | <input type="checkbox"/> | 75-99 Yrs |
| <input type="checkbox"/> 11-15 Yrs | <input type="checkbox"/> | 100 + Yrs |
| <input type="checkbox"/> 16-20 Yrs | <input type="checkbox"/> | New/Never Occupied |
| <input type="checkbox"/> 21-25 Yrs | <input type="checkbox"/> | Proposed Construction |
| <input type="checkbox"/> 26-35 Yrs | <input type="checkbox"/> | Under Construction |
| <input type="checkbox"/> 36-49 Yrs | <input type="checkbox"/> | Unknown |

R **APX AGE**
(Removed 50+) as an option

| | | |
|---|--|--|
| Tax Year Built _____ | Tax Year _____ | Tax Amount \$ _____ |
| Construction Status? <input type="checkbox"/> New/Never Occupied <input type="checkbox"/> Proposed Const. <input type="checkbox"/> Under Const. | | |
| Projected Completion Date: ____/____/____ <i>(NOTE: The date in this field will "automatically" set the expiration date of this listing)</i> | | |
| Builders Name: _____ (look-up table) | | |
| <input type="checkbox"/> Elem School _____ | <input type="checkbox"/> Middle _____ | <input type="checkbox"/> High _____ |
| Jr High School _____ | Intermediate School _____ | Other School _____ |
| OA? <input type="checkbox"/> Yes <input type="checkbox"/> No (| <input type="checkbox"/> OA Name _____ | <input type="checkbox"/> OA POC _____ |
| <input type="checkbox"/> OA Phone# _____ | <input type="checkbox"/> OA Fees \$ _____ | OA Contact Position _____ |
| <input type="checkbox"/> OA Terms: <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly | | |
| Owner Association Includes: | | |
| <input type="checkbox"/> Common Grounds | <input type="checkbox"/> Trash Removal | |
| <input type="checkbox"/> Pool | <input type="checkbox"/> Pest Control | |
| <input type="checkbox"/> Club House | <input type="checkbox"/> Termite Contract | |
| <input type="checkbox"/> Tennis | <input type="checkbox"/> Ext Water | |
| <input type="checkbox"/> Ext. Bldg. Mtnc | <input type="checkbox"/> TV Cable | |
| <input type="checkbox"/> Yard Maintenance | <input type="checkbox"/> Inside Water | |
| <input type="checkbox"/> Ext. Insurance | <input type="checkbox"/> Sewer | |
| <input type="checkbox"/> Cabana | <input type="checkbox"/> See Remarks | |
| Maintenance Fee? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| <input type="checkbox"/> Gated Community? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| <input type="checkbox"/> Certified Green? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| <input type="checkbox"/> Water Property? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Bluff/Brow View? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Handicap Int? <input type="checkbox"/> Yes <input type="checkbox"/> No Handicap Ext? <input type="checkbox"/> Yes <input type="checkbox"/> No | | |
| Directions (200 Characters) | | |
| | | |
| | | |
| Property Facts (70 Characters) | | |
| | | |
| | | |
| INTERIOR INFORMATION | | |
| <input type="checkbox"/> Total Fin. Sqft Apx _____ | | |
| <input type="checkbox"/> Source of Sqft | | |
| Sqft Breakdown | | |
| <input type="checkbox"/> Appraisal | 1 st Level Sqft _____ | (Include in total) |
| <input type="checkbox"/> Survey | 2 nd Level sqft _____ | (Include in total) |
| <input type="checkbox"/> Appraiser/Certified Measurer | Unfinished Sqft _____ | (Do not include in Total) |
| <input type="checkbox"/> Realtor Measured | Basement Sqft _____ | (Only incl if finished) |
| <input type="checkbox"/> Plans/Specs | Garage Sqft/Dim _____ | (Do not include in Total) |
| <input type="checkbox"/> See Remarks | Detached Finished Sqft _____ | (Do not include in Total) |
| <input type="checkbox"/> Rooms (Total #) _____ | <input type="checkbox"/> Bedrooms (total #) _____ | <input type="checkbox"/> #Bedrooms LVL 1 _____ |
| <input type="checkbox"/> #Bedrooms LVL 2 _____ | <input type="checkbox"/> BedroomsOthLvls _____ | <input type="checkbox"/> Baths Total: _____ |
| <input type="checkbox"/> Baths: Full _____ | <input type="checkbox"/> Baths: ¾ _____ | <input type="checkbox"/> Baths: ½ _____ |
| Whirlpool? <input type="checkbox"/> Yes <input type="checkbox"/> No | Sep Shower? <input type="checkbox"/> Yes <input type="checkbox"/> No | Garden Tub? <input type="checkbox"/> Yes <input type="checkbox"/> No |

ROOM 1 – 18

(The below Room # order is how the rooms will appear on your agent full report)

| Room | Dim | *LVL | Descriptive Terms | Room | Dim | *LVL | Descriptive Terms |
|----------|-----|------|-------------------|----------|-----|------|-------------------|
| Room #1 | X | | | Room #5 | X | | |
| Room #2 | X | | | Room #6 | X | | |
| Room #3 | X | | | Room #7 | X | | |
| Room #4 | X | | | Room #8 | X | | |
| Room #18 | X | | | Room #9 | X | | |
| Room #10 | X | | | Room #11 | X | | |
| Room #12 | X | | | Room #13 | X | | |
| Room #14 | X | | | Room #15 | X | | |
| Room #16 | X | | | Room #17 | X | | |

ROOM OPTIONS

| | | | |
|--|--|--|---|
| <p>BATH OPTIONS</p> <input type="checkbox"/> BATH 1 <input type="checkbox"/> BATH 2 <input type="checkbox"/> BATH 3 (or more) <input type="checkbox"/> BATH -MASTER FULL <input type="checkbox"/> BATH -MASTER ¾ <input type="checkbox"/> BATH – MASTER ½ <input type="checkbox"/> BATH – ENSUITE FULL <input type="checkbox"/> BATH – ENSUITE ¾ <input type="checkbox"/> BATH – ENSUITE ½ <input type="checkbox"/> BATH – GUEST FULL <input type="checkbox"/> BATH – GUEST ¾ <input type="checkbox"/> BATH – GUEST ½ <input type="checkbox"/> BATH – GLAMOUR FULL <input type="checkbox"/> BATH – GLAMOUR ½ <input type="checkbox"/> BATH – GLAMOUR ¾ <input type="checkbox"/> BATH – POWDER FULL <input type="checkbox"/> BATH – POWDER ¾ <input type="checkbox"/> BATH – POWDER ½ | <p>BEDROOM OPTIONS</p> <input type="checkbox"/> MASTER BEDROOM <input type="checkbox"/> BEDROOM <input type="checkbox"/> BEDROOM 2 <input type="checkbox"/> BEDROOM 3 <input type="checkbox"/> BEDROOM 4 <input type="checkbox"/> BEDROOM 5 <input type="checkbox"/> BEDROOM <input type="checkbox"/> 2 ND MASTER BEDROOM <input type="checkbox"/> IN-LAW SUITE <p>KITCHEN OPTIONS</p> <input type="checkbox"/> KITCHEN <input type="checkbox"/> 2 ND KITCHEN <input type="checkbox"/> MORNING KITCHEN <input type="checkbox"/> BREAKFAST <input type="checkbox"/> DINING <input type="checkbox"/> EATING AREA <input type="checkbox"/> BUTLER’S PANTRY <input type="checkbox"/> LR/DR (COMBINATION) | <p>OTHER ROOMS</p> <input type="checkbox"/> BONUS ROOM <input type="checkbox"/> EXERCISE ROOM <input type="checkbox"/> FAMILY ROOM <input type="checkbox"/> FOYER <input type="checkbox"/> GAME ROOM <input type="checkbox"/> GATHERING ROOM <input type="checkbox"/> GREAT ROOM <input type="checkbox"/> KEEPING/HEARTH ROOM <input type="checkbox"/> LAUNDRY ROOM <input type="checkbox"/> LAUNDRY CLOSET <input type="checkbox"/> LIBRARY <input type="checkbox"/> LIVING ROOM <input type="checkbox"/> LOFT <input type="checkbox"/> MEDIA ROOM <input type="checkbox"/> MUDROOM <input type="checkbox"/> OFFICE/STUDY | <input type="checkbox"/> PLAY ROOM <input type="checkbox"/> REC ROOM <input type="checkbox"/> SAFE ROOM <input type="checkbox"/> SAUNA/SPA <input type="checkbox"/> SITTING ROOM <input type="checkbox"/> SOLAR/ATRIUM <input type="checkbox"/> SPECIAL ROOM (Remove?) <input type="checkbox"/> SUN ROOM <input type="checkbox"/> UTILITY ROOM <input type="checkbox"/> WINE CELLAR <input type="checkbox"/> WORKSHOP <input type="checkbox"/> OTHER |
|--|--|--|---|

DESCRIPTIVE TERMS (Choose up to 6 TERMS)

| | | | |
|--|---|--|--|
| <input type="checkbox"/> 9C 9’ CEILING | <input type="checkbox"/> DV DOUBLE VANITY | <input type="checkbox"/> RL RECESSED LIGHTING | <input type="checkbox"/> VC CATHERDRAL/VAULTED CEILING |
| <input type="checkbox"/> 0C 10’ CEILING | <input type="checkbox"/> EI EAT IN KITCHEN | <input type="checkbox"/> SCF SCORED CONC FLOOR | <input type="checkbox"/> VY VINYL |
| <input type="checkbox"/> 2C 12’ CEILING | <input type="checkbox"/> FP FIREPLACE | <input type="checkbox"/> SA SITTING AREA | <input type="checkbox"/> WNCT WAINSCOTING |
| <input type="checkbox"/> BW BAY WDW | <input type="checkbox"/> GC GRANITE CNTRTOP | <input type="checkbox"/> SL SKYLIGHT | <input type="checkbox"/> WK WALK IN CLOSET |
| <input type="checkbox"/> BI BUILT INS | <input type="checkbox"/> IS ISOLATED | <input type="checkbox"/> SC SMOOTH CEILING | <input type="checkbox"/> WB WET BAR |
| <input type="checkbox"/> CP CARPET | <input type="checkbox"/> KI KITCHEN ISLAND | <input type="checkbox"/> SS SOL SUR COUNTRTOP | <input type="checkbox"/> WC WINDOW COVERING |
| <input type="checkbox"/> CF CEILING FAN | <input type="checkbox"/> LF LAMINATE FLOORING | <input type="checkbox"/> TL TILE | <input type="checkbox"/> WF WOOD FLOOR |
| <input type="checkbox"/> CR CHAIR RAIL | <input type="checkbox"/> LVP LVP FLOORING | <input type="checkbox"/> TR TREY | |
| <input type="checkbox"/> CC COFFERED CEILING | <input type="checkbox"/> MB MARBLE | <input type="checkbox"/> UF UNFINISHED | |
| <input type="checkbox"/> CM CROWN MOLD | <input type="checkbox"/> PA PANTRY | | |

FEATURE LISTS

A: STYLE:

- | | |
|---|---|
| <input type="checkbox"/> Ranch/ 1 Story | <input type="checkbox"/> Victorian |
| <input type="checkbox"/> 1 ½ Story | <input type="checkbox"/> Tudor |
| <input type="checkbox"/> 2 Story | <input type="checkbox"/> Cape Cod |
| <input type="checkbox"/> 3 Story | <input type="checkbox"/> Historic |
| <input type="checkbox"/> Basement Ranch | <input type="checkbox"/> Open Floor Plan |
| <input type="checkbox"/> Split Level | <input type="checkbox"/> Condo Upstairs |
| <input type="checkbox"/> Tri-Level | <input type="checkbox"/> Condo Downstair: |
| <input type="checkbox"/> Contemporary | <input type="checkbox"/> End Unit |
| <input type="checkbox"/> Bungalow | <input type="checkbox"/> Garden/Patio Hor |
| <input type="checkbox"/> Craftsman | <input type="checkbox"/> See Remarks |
| <input type="checkbox"/> Traditional | |

B -CONSTRUCTION

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> ¼ Brick | <input type="checkbox"/> Efs/Stucco |
| <input type="checkbox"/> ½ Brick | <input type="checkbox"/> Log |
| <input type="checkbox"/> ¾ Brick | <input type="checkbox"/> Stone |
| <input type="checkbox"/> Full Brick | <input type="checkbox"/> Stacked Stone |
| <input type="checkbox"/> Wood | <input type="checkbox"/> Manufactured Home |
| <input type="checkbox"/> Vinyl | <input type="checkbox"/> Mobile |
| <input type="checkbox"/> Aluminum | <input type="checkbox"/> Fiber Cement Siding |
| <input type="checkbox"/> See Remarks | |

C- SUB STRUCTURE

- | | |
|--------------------------------|-------------|
| <input type="checkbox"/> CRAWL | Crawl Space |
| <input type="checkbox"/> SLAB | Slab |
| <input type="checkbox"/> BSMT | Basement |
| <input type="checkbox"/> RMKS | See Remarks |

D D-WATER / SEWER

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Public Sewer | <input type="checkbox"/> Public Water |
| <input type="checkbox"/> Private Sewer | <input type="checkbox"/> Well |
| <input type="checkbox"/> Septic Tank | <input type="checkbox"/> See Remarks |
| <input type="checkbox"/> Sand Filtration | <input type="checkbox"/> |

E – HEAT

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Baseboard | <input type="checkbox"/> Propane Gas |
| <input type="checkbox"/> Central 1 | <input type="checkbox"/> Natural Gas |
| <input type="checkbox"/> Central 2 | <input type="checkbox"/> Radiant Floor |
| <input type="checkbox"/> Central 2+ | <input type="checkbox"/> Wall |
| <input type="checkbox"/> Electric | <input type="checkbox"/> None |
| <input type="checkbox"/> Fir Furnace | <input type="checkbox"/> See Remarks |

F– AIR CONDITION

- | | |
|-------------------------------------|--------------------------------------|
| <input type="checkbox"/> Central 1 | <input type="checkbox"/> Window 2 |
| <input type="checkbox"/> Central 2 | <input type="checkbox"/> Window 2+ |
| <input type="checkbox"/> Central 2+ | <input type="checkbox"/> None |
| <input type="checkbox"/> Window 1 | <input type="checkbox"/> See Remarks |

G – FIREPLACE

- | | |
|-----------------------------------|--|
| <input type="checkbox"/> One | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Two | <input type="checkbox"/> Masonry |
| <input type="checkbox"/> Two+ | <input type="checkbox"/> Prefabricated |
| <input type="checkbox"/> WB Inset | <input type="checkbox"/> None |
| <input type="checkbox"/> Gas Log | <input type="checkbox"/> See Remarks |

H – SPECIAL NEEDS

- | | |
|--|---|
| <input type="checkbox"/> Chair Lift | <input type="checkbox"/> 36-Inch Doors |
| <input type="checkbox"/> Support Rails | <input type="checkbox"/> 24-34 Inch Countertops |
| <input type="checkbox"/> Wide Doors | <input type="checkbox"/> Barrier Free Counter/Ram |
| <input type="checkbox"/> Stall Shower | |

I – GARAGE / CARPORT

- | | |
|--|--|
| <input type="checkbox"/> One Car Garage | <input type="checkbox"/> Three + Car Carport |
| <input type="checkbox"/> Two Car Garage | <input type="checkbox"/> Attached Carport |
| <input type="checkbox"/> Three Car Garage | <input type="checkbox"/> Detached Carport |
| <input type="checkbox"/> Four Car Garage | <input type="checkbox"/> Workshop |
| <input type="checkbox"/> Four + Car Garage | <input type="checkbox"/> Door Opener |
| <input type="checkbox"/> Attached Garage | <input type="checkbox"/> Front Entry |
| <input type="checkbox"/> Detached Garage | <input type="checkbox"/> Side Entry |
| <input type="checkbox"/> One Car Carport | <input type="checkbox"/> Rear Entry |
| <input type="checkbox"/> Two Car Carport | <input type="checkbox"/> None |
| <input type="checkbox"/> Three Car Carport | <input type="checkbox"/> See Remarks |

J – ENERGY / GREEN FEATURES

- (LIMIT 6)**
- | | |
|---|---|
| <input type="checkbox"/> Cellulose Insulation | <input type="checkbox"/> Tank-less Water Heater |
| <input type="checkbox"/> Dble Pane Window | <input type="checkbox"/> Geo-Thermal Heat |
| <input type="checkbox"/> Dual Flush Toilets | <input type="checkbox"/> Encapsulated Attic |
| <input type="checkbox"/> Energy Star Water Heater | <input type="checkbox"/> Encapsulated Crawl Space |
| <input type="checkbox"/> Low Flow Plumbing Fixtures | <input type="checkbox"/> Radian Roof Barrier |
| <input type="checkbox"/> Powered Roof Vent | <input type="checkbox"/> Gray Water Storage |
| <input type="checkbox"/> Programmable Thermostat | <input type="checkbox"/> Radiant Heat System |
| <input type="checkbox"/> Spray Foam Insulation | <input type="checkbox"/> Reflective Roof |
| <input type="checkbox"/> Storm Doors | <input type="checkbox"/> Wh Hs Attic Fan |
| <input type="checkbox"/> Storm Windows | <input type="checkbox"/> See Remarks |

K – APPLIANCES

- | | | | |
|--------------------------|--------------------------|--------------------------|-----------------------|
| <input type="checkbox"/> | Range/Oven | <input type="checkbox"/> | Ice Machine |
| <input type="checkbox"/> | Cook Top | <input type="checkbox"/> | Trash Comp |
| <input type="checkbox"/> | Grill Top | <input type="checkbox"/> | Dryer |
| <input type="checkbox"/> | Oven | <input type="checkbox"/> | Washer |
| <input type="checkbox"/> | Double Oven | <input type="checkbox"/> | Central Vac |
| <input type="checkbox"/> | Warming Drawer | <input type="checkbox"/> | Wine Cooler |
| <input type="checkbox"/> | Dish Washer | <input type="checkbox"/> | Gas Stove |
| <input type="checkbox"/> | Dishwasher Drawer | <input type="checkbox"/> | Disposal |
| <input type="checkbox"/> | Microwave | <input type="checkbox"/> | Gas Water Heater |
| <input type="checkbox"/> | Microwave Drawer | <input type="checkbox"/> | Electric Water Heater |
| <input type="checkbox"/> | Refrigerator | <input type="checkbox"/> | Tankless Water Heater |
| <input type="checkbox"/> | 42 Built-in Refrigerator | <input type="checkbox"/> | Gas Cook Top |
| <input type="checkbox"/> | 48 Built-in Refrigerator | <input type="checkbox"/> | Security System |
| <input type="checkbox"/> | Instant Water Heater | <input type="checkbox"/> | See Remarks |

L – 3RD PARTY CERTIFICATIONS

- | | | | |
|--------------------------|-------------|--------------------------|---------------------|
| <input type="checkbox"/> | Energy Star | <input type="checkbox"/> | NAHB Green Building |
| <input type="checkbox"/> | Leed | <input type="checkbox"/> | HERS Index Rating |
| <input type="checkbox"/> | Earth Craft | <input type="checkbox"/> | HSV Utilities NHP |

M – FENCE

- | | | | |
|--------------------------|------------------|--------------------------|-----------------------|
| <input type="checkbox"/> | Privacy Fence | <input type="checkbox"/> | Wrought Iron/Aluminum |
| <input type="checkbox"/> | Chain Link Fence | <input type="checkbox"/> | Partial Fence |
| <input type="checkbox"/> | Vinyl | <input type="checkbox"/> | Other Fencing |

N – OUTDOOR FEATURES

- | | | | |
|--------------------------|-------------------|--------------------------|-----------------------|
| <input type="checkbox"/> | Patio | <input type="checkbox"/> | Underground Utilities |
| <input type="checkbox"/> | Deck | <input type="checkbox"/> | Sprinkler System |
| <input type="checkbox"/> | Front Porch | <input type="checkbox"/> | Park Near by |
| <input type="checkbox"/> | Covered Porch | <input type="checkbox"/> | Golf Course Front |
| <input type="checkbox"/> | Covered Patio | <input type="checkbox"/> | Secluded |
| <input type="checkbox"/> | Covered Deck | <input type="checkbox"/> | Drive-Gravel |
| <input type="checkbox"/> | Screened Porch | <input type="checkbox"/> | Drive-Concrete |
| <input type="checkbox"/> | Screened Deck | <input type="checkbox"/> | Drive – Dirt |
| <input type="checkbox"/> | Treed Lot | <input type="checkbox"/> | Drive-Paved/Asphalt |
| <input type="checkbox"/> | Detached Building | <input type="checkbox"/> | Drive-Circular |
| <input type="checkbox"/> | Above Ground Pool | <input type="checkbox"/> | Equestrian Property |
| <input type="checkbox"/> | In-Ground Pool | <input type="checkbox"/> | Cul-De-Sac |
| <input type="checkbox"/> | Hot Tub | <input type="checkbox"/> | Corner Lot |
| <input type="checkbox"/> | Fireplace | <input type="checkbox"/> | Storm Shelter |
| <input type="checkbox"/> | View | <input type="checkbox"/> | Guest House |
| <input type="checkbox"/> | Gazebo | <input type="checkbox"/> | Outdoor Kitchen |
| <input type="checkbox"/> | Curb / Gutters | <input type="checkbox"/> | Private Tennis |
| <input type="checkbox"/> | Sidewalk | <input type="checkbox"/> | Community Lake |
| <input type="checkbox"/> | Walking Trails | | |

O – WATER PROPERTY

- | | | | |
|--------------------------|-------------------|--------------------------|------------------------|
| <input type="checkbox"/> | River Front | <input type="checkbox"/> | Boat Ramp on Prop |
| <input type="checkbox"/> | Water Access | <input type="checkbox"/> | Main Channel |
| <input type="checkbox"/> | Pond | <input type="checkbox"/> | Weiss Lake |
| <input type="checkbox"/> | Stream | <input type="checkbox"/> | Elk River |
| <input type="checkbox"/> | Seawall | <input type="checkbox"/> | Neely Henry Lake |
| <input type="checkbox"/> | Water View | <input type="checkbox"/> | Lake Lahusage |
| <input type="checkbox"/> | Boat House | <input type="checkbox"/> | Little River East Fork |
| <input type="checkbox"/> | Boat Lift | <input type="checkbox"/> | Little River West |
| <input type="checkbox"/> | Jet Ski Lift | <input type="checkbox"/> | Little River Canyon |
| <input type="checkbox"/> | Seawall Concrete | <input type="checkbox"/> | Big Wills Creek |
| <input type="checkbox"/> | Water Front | <input type="checkbox"/> | Scarham Creek |
| <input type="checkbox"/> | Dock | <input type="checkbox"/> | Town Creek |
| <input type="checkbox"/> | Tennessee River | <input type="checkbox"/> | Ftpy Water Reservoir |
| <input type="checkbox"/> | Coosa River | <input type="checkbox"/> | Terrapin Creek |
| <input type="checkbox"/> | Flint River | <input type="checkbox"/> | Canoe Creek |
| <input type="checkbox"/> | Lake Guntersville | <input type="checkbox"/> | Lake/Pond |
| <input type="checkbox"/> | Lake Wheeler | <input type="checkbox"/> | Stream /Creek |
| <input type="checkbox"/> | Lake Wilson | <input type="checkbox"/> | Tallaseehatchee Creek |
| <input type="checkbox"/> | Lake Martin | <input type="checkbox"/> | See Remarks |
| <input type="checkbox"/> | Smith Lake | | |

P – MISCELLANEOUS

- | | | | |
|--------------------------|------------------------|--------------------------|-----------------|
| <input type="checkbox"/> | No Deed Restriction | <input type="checkbox"/> | Barn/Stable |
| <input type="checkbox"/> | Zone Deed Restrictions | <input type="checkbox"/> | Out Buildings |
| <input type="checkbox"/> | Animal Restrictions | <input type="checkbox"/> | Consider Divide |
| <input type="checkbox"/> | See Remarks | | |

Q – FARM FENCE

- | | | | |
|--------------------------|---------------|--------------------------|--------------------|
| <input type="checkbox"/> | Part-Fencing | <input type="checkbox"/> | Other Farm-Fencing |
| <input type="checkbox"/> | Cross Fencing | | |

R – ASSOCIATED DOCUMENTS

| Document Name | Listing Visibility Type | Document Name | Listing Visibility Type |
|--|-------------------------------|--|-------------------------------|
| <input type="checkbox"/> 3 rd Party Certification | All MLS/MLS Listing | <input type="checkbox"/> Plans & Specs | All MLS/MLS Listing |
| <input type="checkbox"/> Aerial Photo | All MLS/MLS Listing | <input type="checkbox"/> Perc Test | All MLS/MLS Listing |
| <input type="checkbox"/> Base Price Floor Plan | All MLS/MLS Listing | <input type="checkbox"/> Pool Rules | All MLS/MLS Listing |
| <input type="checkbox"/> Builder Features | All MLS/MLS Listing | <input type="checkbox"/> Radon Report | All MLS/MLS Listing |
| <input type="checkbox"/> Building Restrictions | All MLS/MLS Listing | <input type="checkbox"/> Sqft Appraisal | All MLS/MLS Listing |
| <input type="checkbox"/> Bylaws | All MLS/MLS Listing | <input type="checkbox"/> Survey & Legal | All MLS/MLS Listing |
| <input type="checkbox"/> Contract Rider | All MLS/MLS Listing | <input type="checkbox"/> Termite Inspection | All MLS/MLS Listing |
| <input type="checkbox"/> Covenants & Restrictions | All MLS/MLS Listing | <input type="checkbox"/> Temp Off Market | Listing Agent-Agent Exclusive |
| <input type="checkbox"/> Coming Soon Addendum | Listing Agent-Agent Exclusive | <input type="checkbox"/> Utility Analysis | All MLS/MLS Listing |
| <input type="checkbox"/> Floor Plans | All MLS/MLS Listing | <input type="checkbox"/> Request to Waive MLS Fine | Listing Agent-Agent Exclusive |
| <input type="checkbox"/> Gen Disclosure | All MLS/MLS Listing | <input type="checkbox"/> Feasibility | All MLS/MLS Listing |
| <input type="checkbox"/> Gen Specs | All MLS/MLS Listing | | |
| <input type="checkbox"/> Imported Document | All MLS/MLS Listing | | |
| <input type="checkbox"/> Lead Based Paint | All MLS/MLS Listing | | |
| <input type="checkbox"/> Listing Agreement | Listing Agent-Agent Exclusive | | |
| <input type="checkbox"/> Listing Change Notice | Listing Agent-Agent Exclusive | | |
| <input type="checkbox"/> Misc. Document | All MLS/MLS Listing | | |
| <input type="checkbox"/> Neighborhood Plat | All MLS/MLS Listing | | |
| <input type="checkbox"/> Owner Assoc Docs | All MLS/MLS Listing | | |
| <input type="checkbox"/> Office Exclusive Addendum | Listing Agent-Agent Exclusive | | |

S -SMART FEATURES

- | | |
|--|---|
| <input type="checkbox"/> Security System | <input type="checkbox"/> Audio/Video Camera |
| <input type="checkbox"/> Smart Thermostat | <input type="checkbox"/> Auto Water-Shutoff Valves |
| <input type="checkbox"/> Lighting Automation | <input type="checkbox"/> Home Theatre & Entertainment |
| <input type="checkbox"/> Electronic Locks | <input type="checkbox"/> Other |

T – LAND OPTIONS

- | | |
|---|--|
| <input type="checkbox"/> Cleared | <input type="checkbox"/> Pasture |
| <input type="checkbox"/> Lake/Pond | <input type="checkbox"/> Sloped |
| <input type="checkbox"/> Stream / Creek | <input type="checkbox"/> Wooded |
| <input type="checkbox"/> River | <input type="checkbox"/> Steep |
| <input type="checkbox"/> Spring | <input type="checkbox"/> Under Developed |
| <input type="checkbox"/> Low | <input type="checkbox"/> See Remarks |

VIRTUAL TOURS & MEDIA LINKS

| | |
|--------------|--|
| Virtual Tour | |
| MediaLink1 | |
| MediaLink2 | |
| MediaLink3 | |
| MediaLink4 | |
| MediaLink5 | |

SOLD/CLOSED DATA

Sold Terms *Sold as Is? Yes No

| | | | |
|--------------------------|---------------|--------------------------|--------------|
| <input type="checkbox"/> | CASH | <input type="checkbox"/> | OTHER |
| <input type="checkbox"/> | CONV | <input type="checkbox"/> | OWNF |
| <input type="checkbox"/> | EQUITY | <input type="checkbox"/> | TRADD |
| <input type="checkbox"/> | FHA | <input type="checkbox"/> | TRADU |
| <input type="checkbox"/> | FMHA | <input type="checkbox"/> | USDA |
| <input type="checkbox"/> | LEASE | <input type="checkbox"/> | VA |

Purchaser _____

Seller Paid Cost _____

Seller Paid Points _____ Closed Date ____/____/____ Sold Price _____

Selling Agent _____ Selling Office _____

Selling Team Name _____ Sales Notes _____

Appraisal? Yes or No (if yes then all appraisal square footage fields must be completed)

Appraisal 1st Level _____ Appraisal 2nd Level _____

Appraisal Basement _____ Appraisal Tot Fin Sqft Apx _____

AUCTION DETAILS

*Buy it Now Price (used for Auctions) _____ (8)

Auction Time _____ (mm) (dd) (yyyy) Auction Date ____/____/____

*Registration Deadline ____/____/____ Pre-Offers? (y/n) _____

*Agent Participation Y/N _____ Personal Property ? (Y/N) _____

*Net Commission _____ *Commission Information : _____

*Firm License # _____ Auctioneer License # _____

*Listing Auctioneer Name _____ Listing Auctioneer MLS ID _____