

Location & Tax										
Street Number *				Street Letter						
Street Name *				Street Direction	N NE E SE S SW W NW					
Lot Number				City, State *						
Zip Code *				County *						
Subdivision/Develop *				Tax ID *						
Annual Property Tax *				Zoning *						
Directions *										
Elementary School *				Middle/Junior High School *				High School *		
Listing Details										
Property Class *	Residential, Land, Multifamily, Rent, Comm.			List Price * (N/A for Auction)	\$					(whole dollars)
Property Subtype *	Duplex Multi Over 4 Units Tri-Plex Quadplex			Operating Reserve *	\$					(whole dollars)
Advertise Seller Concessions?	Yes No			Seller Concessions Amount						
List Date * <small>Listing Agreement Start Date</small>				Expiration Date * <small>Listing Agreement End Date</small>						
Special Listing Conditions *	Standard HUD Home Owner Agent Short Sale Absolute Auction Other Foreclosure Reserve Auction VA Foreclosure			Listing Agreement *				Exclusive Agency Exclusive Right to Sell		
Possession *	Date of Deed DOD+30 Immediate Negotiable									
Sale Includes *	Appliances Furniture Negotiable No Furnishing Other									
Public Remarks										
Private Remarks										
Deed Book and Page				Buyer Financing (8)	Assumable Conventional FHA Land Contract Other Owner Financing Owner-Lease Purchase Owner-Lease Option USDA/Rural VA					
Office and Showing										
Listing Agent *				Co-Listing Agent						
Showing Service *	Realtracs Showings ShowingTime Other			Change Default Showing Phone						
Showing Instruction *	Agent Must be Present Show Anytime Call Listing Office Call Center Call Agent Combo Lock Lockbox SentiLock SupraLock Other									
*** For Realtracs Showings Service please fill out Addendum										
Structure										
Sq Ft Main (est) *				Sq Ft Measurement Source *				Agent-Measured Builder Owner-Supplied Other Prior-Appraisal Tax-Record Professional-Measurement		
Sq Ft Second										
Year Built *				Sq Ft Basement						
Built Information *	Approximate Existing Historic Model New Renovated To Be Built			Construction Type *				All Brick Aluminum Siding Asbestos Block Exterior-Insulated-Coating Fiber-Cement Frame Hardboard Insulated-Concrete-Forms Log Other Partial-Brick Stone Struct-Insulated-Panels Stucco Vinyl-Siding Wood-Siding		
Estimated Completion	(mm/dd/yyyy)									
Number of Stories *										
Floors *	Bamboo/Cork Concrete Carpet Finished Wood Laminate Marble Other Parquet Slate Tile Vinyl									
Garage Spaces *	Features		Alley Access Assigned Attached Attached-FRONT Attached-REAR Attached-SIDE Attached/Detached Basement Boat Detached Private Unassigned							
Carport Spaces	Features		Alley Access Assigned Attached Detached Private Unassigned							
Open Parking Spaces	Features		Aggregate Alley Access Asphalt Assigned Circular Driveway Concrete Driveway Gravel On Street Parking Lot Parking Pad Shared Driveway Unassigned Unpaved							
Accessibility Features	Accessible Approach with Ramp. Accessible Doors Accessible Elevator Installed Accessible Entrance Accessible Hallways Exterior Wheelchair Lift Smart Technology Stair Lift									
Roof Material	Aluminum Asbestos Asphalt Built-up Cement Shake Clay Tile Composition Shingle Concrete Tile Copper Corrugated Metal Green - Vegetation Membrane Metal Other Reflective Roof Coating Slate Solar Panel Standing Seam Steel Steel Tar and Gravel Thatched Tile Urethane Wood Shake Wood Shingle									
Characteristics										
Gross Income *	\$ (whole dollars)			Operating Expenses *			\$ (whole dollars)			
Lot Size				Number of Units *						
Vacant Units				View			Bluff Brow/Valley City Lake Golf Course Mountain River Seasonal Trees/Woods Other Water			

Laundry Facilities	Individual Laundry	No Laundry	Shared Laundry								
Community Amenities (6)	55-Up Community Tennis Courts	Clubhouse Walking Trail	Dog Park	Golf Course	Park	Playground	Pool	Sidewalks			
Amenities Other	Air Filter Hot Tub Storage	Cable TV Humidifier Walk-in Closets	Ceiling Fan Intercom Water Filter	Central Vacuum Park	Dehumidifier Playground	Extra Closets Redecorated	Golf Smoke Alarm				
Unit Information											
Unit 1											
Rent Amount *	\$ (whole dollars)			Deposit Amount *	\$ (whole dollars)						
Total Bedrooms *				Total Full Baths *							
Total Half Baths				Interior Features	Den	Dining Room	Rec Room	Study			
Appliances	Dishwasher Grill Range Compactor	Disposal Icemaker Refrigerator	Dryer Microwave Trash	Freezer	Lease	6-Month	Monthly	None Other Year			
Restrictions	Other	Parking	Selling								
Unit 2											
Rent Amount *	\$ (whole dollars)			Deposit Amount *	\$ (whole dollars)						
Total Bedrooms *				Total Full Baths *							
Total Half Baths				Interior Features	Den	Dining Room	Rec Room	Study			
Appliances	Dishwasher Grill Range Compactor	Disposal Icemaker Refrigerator	Dryer Microwave Trash	Freezer	Lease	6-Month	Monthly	None Other Year			
Restrictions	Other	Parking	Selling								
Unit 3											
Rent Amount	\$ (whole dollars)			Deposit Amount	\$ (whole dollars)						
Total Bedrooms				Total Full Baths							
Total Half Baths				Interior Features	Den	Dining Room	Rec Room	Study			
Appliances	Dishwasher Grill Range Compactor	Disposal Icemaker Refrigerator	Dryer Microwave Trash	Freezer	Lease	6-Month	Monthly	None Other Year			
Restrictions	Other	Parking	Selling								
Unit 4											
Rent Amount	\$ (whole dollars)			Deposit Amount	\$ (whole dollars)						
Total Bedrooms				Total Full Baths							
Total Half Baths				Interior Features	Den	Dining Room	Rec Room	Study			
Appliances	Dishwasher Grill Range Compactor	Disposal Icemaker Refrigerator	Dryer Microwave Trash	Freezer	Lease	6-Month	Monthly	None Other Year			
Restrictions	Other	Parking	Selling								
Homeowner's Association (HOA)											
Association *	YES	NO	Association Transfer Fee	\$	WHOLE DOLLARS	Association Fee	\$	WHOLE DOLLARS	Association Fee Paid	Monthly Quarterly Triannual Semiannually Annually	
Association Fee Includes	Cable TV Pest Control	Electricity Sewer	Exterior Maintenance Trash Pickup	Gas Water	Grounds Maintenance	Insurance	Internet	Maint. On Pool/Tennis/Club			
Utilities											
Electric Pays *	Owner	Tenant	Other	Elec. Meter *			Individual	Master	Other		
Water Pays *	Owner	Tenant	Other	Water Meter *			Individual	Master	Other		
Gas Pays *	Owner	Tenant	Other	None	Gas Meter *			Individual	Master	Other	None
Water Source *	City Well	Cistern Utility District	Other None	Spring	Sewer Sys*			None Septic Tank	Other Pvt. Sewer Septic Tank	Pub. Sewer Available	Sewer Avail STEP System
Cooling*	Attic Fan Whole House Fan	Ceiling Fan(s)	Central Air	Dual	Electric	Gas	Geothermal	None	Other	Wall/Window Unit(s)	
Heating*	Baseboard Heat Pump	Central Natural Gas	Coal None	Dual Oil	Energy Star Other	Qualified Equipment Propane	Electric Radiant	Floor Solar	Furnace Stove	Furnace Wall Furnace	Geothermal Wood Zoned
Laundry Connections	Electric Dryer Hookup	Gas Dryer Hookup	Washer Hookup								
Equipment											
Security Features	Fire Alarm	Fire Sprinkler System	Security Gate	Security Guard	Security System	Smoke Detectors					
Marketing											
Marketing Reach *	Syndicated	Not Syndicated	Office Exclusive								

Realtracs Showings: Settings and Availability

Auto-Accept New Requests	Yes No	Listing Agent Notification	Text Email
Overlap Showing Times	Yes No Max _____	Available Start Time (on hour)	
		Available End Time (on hour)	
Appointment Duration	15 min 30 min 60 min.	Minimum Notice to Show (hours)	
Showing Instructions			

Realtracs Showings: Collaboration

Request Feedback	Yes No	Showing Restriction 1	
Seller Text Notifications and Showing Portal	Yes No	Showing Restriction 2	
Make Feedback Visible to Seller in Portal	Yes No	Showing Restriction 3	
Seller Contacts *(2)			