

Land Input Form for MatrixRequired fields in **blue****General****Property Sub Type**
 Farm/Timber Mobile Lot Raw Acreage Residential Lot
Community
 Airstrip Boat/Camper/Van Parking Park Sidewalks Walk to Shopping
 Beach Access Gated Paths/Bike-Walk Street Lights None
 Boat Ramp Lake Security Walk to School

Street #: _____ **Street Dir:** _____ **Street Name:** _____ **Street Suffix:** _____ **Street Dir Suffix:** _____ **Unit #:** _____

City: _____ **County:** _____ **Zip Code:** _____ **Subdivision:** _____

List Price: _____ **List Date:** ___/___/___ **Expiration Date:** ___/___/___ **CCR (Covenants, Conditions & Restrictions):** Yes / No
Seller
 Bank Court Order Estate Institution Relocation
 Builder Developer Homeowner/Owner Investor Other
 Corporate

Elementary School: _____ **Middle School:** _____ **High School:** _____
Listing Agent/Office
List Agent: _____ **Co-List Agent 1:** _____ **Co-List Agent 2:** _____

Listing Type: Exclusive Right to Sell / Exclusive Agency / Limited Service Listing

Buyer Client Agency: Yes / No **Buyer Customer:** Yes / No **Sub-Agency:** Yes / No **Variable Commission:** Yes / No

Buyer Client Commission: _____ (\$/%) **Buyer Customer Commission:** _____ (\$/%) **Sub-Agency Commission:** _____ (\$/%) **Variable Rate Description:** _____
Conditions**Possession**
 3-7 Days After Close At Closing Leased Dish Prior to Close Other
 After Close Immediate Negotiable See Agent Remarks
Seller Terms
 1031 Exchange Lease Option Preapproval Required USDA
 As Is FHA Lease Purchase Private VA
 Assume FHLMC Approval Leaseback Qualifying Will Lease
 Cash FNMA Approval Non-Qualifying Release of Eligibility Wrap Around
 Construction Possible Short Sale Owner 1st Release of Liability Other-See Remarks
 Conventional GNMA Loan Owner 2nd Seller Pays Closing
Special Listing Conditions
 Auction Notice of Default REO Short Sale Special Financing
 Foreclosure Probate Seller Licensed Agent Special Contract Standard
 Material Relationship

Exclusions: _____ **Tenant Occupied:** Yes / No

Land Lease: Yes / No **Land Lease Amt:** _____ **Land Lease Pmt Freq:** _____ **Land Lease Exp Date:** ___/___/___

Lease Term Ends: ___/___/___ **Crops Included:** Yes / No **Prop Mgmt:** / No Prop Mgmt: Yes / No **Grazing Permits:** Yes / No
Existing Lease Information
 0 – 6 Month 4 – 6 Years Daily/Weekly Option to Buy Other
 1 – 3 Years 7 – 12 Years Month-to-Month Option to Renew No Lease

Documents List

<input type="checkbox"/> Aerial Photo	<input type="checkbox"/> Disclosures	<input type="checkbox"/> Lease	<input type="checkbox"/> Plot Map	<input type="checkbox"/> Site Plan
<input type="checkbox"/> Appraisal	<input type="checkbox"/> Electric	<input type="checkbox"/> Legal Description	<input type="checkbox"/> Profit & Loss Statmt	<input type="checkbox"/> Soil Analysis
<input type="checkbox"/> Architectural Plans	<input type="checkbox"/> Environmental Study	<input type="checkbox"/> Licensing	<input type="checkbox"/> Restrictions	<input type="checkbox"/> Soil Map
<input type="checkbox"/> Boundary Survey	<input type="checkbox"/> Equipment	<input type="checkbox"/> Mortgage	<input type="checkbox"/> Septic Cpmt	<input type="checkbox"/> Topography
<input type="checkbox"/> Covenants	<input type="checkbox"/> Floor Plan	<input type="checkbox"/> Other-See Remarks	<input type="checkbox"/> Septic System	<input type="checkbox"/> Traffic Count
<input type="checkbox"/> Deed Restrictions	<input type="checkbox"/> Impact Study	<input type="checkbox"/> Percolation Test	<input type="checkbox"/> Sewer Map	<input type="checkbox"/> None
<input type="checkbox"/> Demographics	<input type="checkbox"/> Inventory	<input type="checkbox"/> Plat Map		

Sale Includes

<input type="checkbox"/> Building	<input type="checkbox"/> Equipment	<input type="checkbox"/> Inventory	<input type="checkbox"/> Land	<input type="checkbox"/> Other
<input type="checkbox"/> Business				

Exterior

Dock: Yes / No **# of Dock Slips:** _____

Dock Slip Description

<input type="checkbox"/> Boat Lift-Covered	<input type="checkbox"/> Boat Slip-Covered	<input type="checkbox"/> Dock Approval Required	<input type="checkbox"/> No Dock Rights	<input type="checkbox"/> Slip Available
<input type="checkbox"/> Boat Lift-Uncovered	<input type="checkbox"/> Boat Slip-Uncovered	<input type="checkbox"/> Dock-Covered	<input type="checkbox"/> Private	<input type="checkbox"/> Slip Fee Required
<input type="checkbox"/> Boat Ramp	<input type="checkbox"/> Community Dock	<input type="checkbox"/> Dock-Uncovered	<input type="checkbox"/> Screened Enclosure	<input type="checkbox"/> Slip No Fee

Lot Inclusions

<input type="checkbox"/> Alley	<input type="checkbox"/> Invisible Fence	<input type="checkbox"/> Lot Partial Fenced	<input type="checkbox"/> Security Lighting	<input type="checkbox"/> Well
<input type="checkbox"/> Fenced Yard	<input type="checkbox"/> Irrigation System	<input type="checkbox"/> Lot Total Fenced	<input type="checkbox"/> Sprinkler System	<input type="checkbox"/> Other
<input type="checkbox"/> Garden Area	<input type="checkbox"/> Landscape Lighting	<input type="checkbox"/> Privacy Fence	<input type="checkbox"/> Sprinkler System W/Well	

Fencing

<input type="checkbox"/> Barbed Wire	<input type="checkbox"/> Concrete Block	<input type="checkbox"/> Ornamental Metal	<input type="checkbox"/> Split Rail	<input type="checkbox"/> Wood
<input type="checkbox"/> Brick	<input type="checkbox"/> Cross	<input type="checkbox"/> Picket	<input type="checkbox"/> Stone	<input type="checkbox"/> Wrought Iron
<input type="checkbox"/> Chain Link	<input type="checkbox"/> Electric	<input type="checkbox"/> Post and Rail	<input type="checkbox"/> Vinyl (PVC)	
<input type="checkbox"/> Concrete	<input type="checkbox"/> Invisible	<input type="checkbox"/> Privacy	<input type="checkbox"/> Wire Mesh	

Other Structures

<input type="checkbox"/> Barn	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Out Building	<input type="checkbox"/> Pond House	<input type="checkbox"/> Storage Building
<input type="checkbox"/> Cabana	<input type="checkbox"/> Greenhouse	<input type="checkbox"/> Pavilion	<input type="checkbox"/> Shed	<input type="checkbox"/> Workshop
<input type="checkbox"/> Detached Garage	<input type="checkbox"/> Guest House/Cottage	<input type="checkbox"/> Play House	<input type="checkbox"/> Stable	<input type="checkbox"/> Other

Storage Facility

<input type="checkbox"/> Diesel	<input type="checkbox"/> Feed Barn	<input type="checkbox"/> Grain	<input type="checkbox"/> Hay Shed	<input type="checkbox"/> Other
<input type="checkbox"/> Equipment	<input type="checkbox"/> Gas	<input type="checkbox"/> Hay	<input type="checkbox"/> Propane	<input type="checkbox"/> None
<input type="checkbox"/> Feed				

Property**Lot Description**

<input type="checkbox"/> Acreage 1-5	<input type="checkbox"/> Dead End	<input type="checkbox"/> Leased Land	<input type="checkbox"/> Rolling-Gentle	<input type="checkbox"/> Will Divide
<input type="checkbox"/> Acreage 5-10	<input type="checkbox"/> Exceptional View	<input type="checkbox"/> Level Lot	<input type="checkbox"/> Rolling-Rough	<input type="checkbox"/> Wooded
<input type="checkbox"/> Acreage 10+	<input type="checkbox"/> Fill Needed	<input type="checkbox"/> Low	<input type="checkbox"/> Rural	<input type="checkbox"/> Wooded-Heavy
<input type="checkbox"/> Additional Land Available	<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Marshland	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Wooded-Partial
<input type="checkbox"/> Brush	<input type="checkbox"/> Flood Zone-Some Areas	<input type="checkbox"/> No Mineral Rights	<input type="checkbox"/> Sloping	<input type="checkbox"/> Woods Trail
<input type="checkbox"/> Bulkhead/Seawall	<input type="checkbox"/> Frontage	<input type="checkbox"/> Open Land	<input type="checkbox"/> Steep	<input type="checkbox"/> Yard Well
<input type="checkbox"/> Bush-Hogged	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Pasture	<input type="checkbox"/> Storm Sewer	<input type="checkbox"/> Zero Lot Line
<input type="checkbox"/> Cleared	<input type="checkbox"/> Greenbelt	<input type="checkbox"/> Privacy	<input type="checkbox"/> Subdivision Recorded	<input type="checkbox"/> Other
<input type="checkbox"/> Corner	<input type="checkbox"/> Interior	<input type="checkbox"/> Private Backyard	<input type="checkbox"/> Subdivision Unrecorded	<input type="checkbox"/> None/Condo
<input type="checkbox"/> Cul-de-sac	<input type="checkbox"/> Irregular	<input type="checkbox"/> Property Corners Marked	<input type="checkbox"/> Townhouse	
<input type="checkbox"/> Curb & Gutter	<input type="checkbox"/> Landscaped	<input type="checkbox"/> Rocky	<input type="checkbox"/> Wetlands	

Horse Amenities

<input type="checkbox"/> Automatic Waters	<input type="checkbox"/> Hay Storage	<input type="checkbox"/> Pasture	<input type="checkbox"/> Round Pen	<input type="checkbox"/> Tack Room
<input type="checkbox"/> Bridal Path	<input type="checkbox"/> Hot Walker	<input type="checkbox"/> Riding Trails	<input type="checkbox"/> Stables	<input type="checkbox"/> Wash Rack
<input type="checkbox"/> Grain Storage	<input type="checkbox"/> Indoor Arena			

Lot View/Frontage

<input type="checkbox"/> Beach Dunes Frontage	<input type="checkbox"/> Deep Water View	<input type="checkbox"/> Lake View	<input type="checkbox"/> Park Frontage	<input type="checkbox"/> Stream
<input type="checkbox"/> Beach Dunes View	<input type="checkbox"/> Golf Course Frontage	<input type="checkbox"/> Marsh Frontage	<input type="checkbox"/> Park View	<input type="checkbox"/> Tidal Creek
<input type="checkbox"/> Beach Frontage	<input type="checkbox"/> Golf Course View	<input type="checkbox"/> Marsh View	<input type="checkbox"/> Pond	<input type="checkbox"/> Village Area
<input type="checkbox"/> Beach View	<input type="checkbox"/> Lagoon Frontage	<input type="checkbox"/> Natural	<input type="checkbox"/> Residential	<input type="checkbox"/> Waterfront
<input type="checkbox"/> Creek	<input type="checkbox"/> Lagoon View	<input type="checkbox"/> Ocean Front	<input type="checkbox"/> River Frontage	<input type="checkbox"/> Other
<input type="checkbox"/> Deep Water Frontage	<input type="checkbox"/> Lake Frontage	<input type="checkbox"/> Ocean View	<input type="checkbox"/> River View	

Road Surface

- | | | | | |
|--------------------------------------|--|--|--------------------------------|----------------------------------|
| <input type="checkbox"/> Asphalt | <input type="checkbox"/> Curb | <input type="checkbox"/> Graded/Maintained | <input type="checkbox"/> Shell | <input type="checkbox"/> Unpaved |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Curb & Gutter | <input type="checkbox"/> Gravel | <input type="checkbox"/> Stone | <input type="checkbox"/> Other |
| <input type="checkbox"/> Cobblestone | <input type="checkbox"/> Dirt | <input type="checkbox"/> Paved | <input type="checkbox"/> Trail | <input type="checkbox"/> None |
| <input type="checkbox"/> Concrete | | | | |

Access

- | | | | | |
|--|--|--|------------------------------------|--|
| <input type="checkbox"/> Airstrip | <input type="checkbox"/> Dirt Road | <input type="checkbox"/> No Road | <input type="checkbox"/> Public | <input type="checkbox"/> US Hwy |
| <input type="checkbox"/> City Road | <input type="checkbox"/> Easement | <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> State Hwy | <input type="checkbox"/> Water Access Only |
| <input type="checkbox"/> Controlled Access | <input type="checkbox"/> Near Interstate | <input type="checkbox"/> Private | <input type="checkbox"/> Trail | <input type="checkbox"/> No Access |
| <input type="checkbox"/> County Road | <input type="checkbox"/> No Driveway | | | |

Horses Allowed: Yes / No

Legal Block: _____

Road Frontage (ft): _____

Pasture Area: _____

Deed Restrictions: Yes / No

Legal Lot: _____

Water Frontage (ft): _____

Building Stories Allowed: ____

Flood Zone: Yes / No

Ownership: _____

Phase Section: _____

Farm Land Area Units: ____

Flood Ins Req: Yes / No / Unkn

Legal Description: _____

Lot #: _____

Range Area: _____

X Zone: Yes / No

Approx Acreage: _____

of Lots: _____

Wooded Area: _____

Tax ID/Parcel # 1: _____

Total Lot SqFt: _____

Golf Course Name: _____

Distance to Electric: _____

Tax ID/Parcel # 2: _____

Lot Front: _____

Golf Course Hole #: _____

Distance to Gas: _____

Tax Map: _____

Lot Rear: _____

Waterway Name: _____

Distance to Sewer: _____

Deed Book/Page: _____

Lot Left: _____

Road Resp: _____

Distance to Water: _____

Legal Phase: _____

Lot Right: _____

Cultivated Area: _____

Farm Info

- | | | | | |
|---------------------------------------|--|----------------------------------|---|--------------------------------------|
| <input type="checkbox"/> Barn/Utility | <input type="checkbox"/> Horse | <input type="checkbox"/> Orchard | <input type="checkbox"/> Row Crops | <input type="checkbox"/> Timber/Tree |
| <input type="checkbox"/> Beef | <input type="checkbox"/> Irrigation System | <input type="checkbox"/> Pasture | <input type="checkbox"/> Silo/Grain Bin | <input type="checkbox"/> Truck |
| <input type="checkbox"/> Dairy | <input type="checkbox"/> Livestock | <input type="checkbox"/> Poultry | <input type="checkbox"/> Stable | <input type="checkbox"/> Other |
| <input type="checkbox"/> Equipment | <input type="checkbox"/> Not Applicable | <input type="checkbox"/> Ranch | <input type="checkbox"/> Swine | |

Timber

- | | | | | |
|------------------------------------|--------------------------------|-------------------------------------|--------------------------------|-------------------------------|
| <input type="checkbox"/> Cruise | <input type="checkbox"/> Mixed | <input type="checkbox"/> Plant Pine | <input type="checkbox"/> Other | <input type="checkbox"/> None |
| <input type="checkbox"/> Hardwoods | <input type="checkbox"/> Pine | | | |

Current Use

- | | | | | |
|--|---|--|--|---|
| <input type="checkbox"/> Anchor | <input type="checkbox"/> Franchise | <input type="checkbox"/> Marine | <input type="checkbox"/> Refrigerated/Cold Storage | <input type="checkbox"/> Special Use |
| <input type="checkbox"/> Building | <input type="checkbox"/> Free Standing | <input type="checkbox"/> Medical | <input type="checkbox"/> Regional Center/Mall | <input type="checkbox"/> Specialty Center |
| <input type="checkbox"/> Business | <input type="checkbox"/> Full Service Hotel | <input type="checkbox"/> Mid/High-Rise | <input type="checkbox"/> Research & Development | <input type="checkbox"/> Street Retail |
| <input type="checkbox"/> Business Park | <input type="checkbox"/> Garden/Low-Rise | <input type="checkbox"/> Mixed Use | <input type="checkbox"/> Residential | <input type="checkbox"/> Strip Center |
| <input type="checkbox"/> Car Service | <input type="checkbox"/> Government Subsidized | <input type="checkbox"/> Mobile Home | <input type="checkbox"/> Restaurant | <input type="checkbox"/> Super Regional Center |
| <input type="checkbox"/> Church | <input type="checkbox"/> Historic | <input type="checkbox"/> Motel | <input type="checkbox"/> Retail | <input type="checkbox"/> Truck Terminal/Hub/Transit |
| <input type="checkbox"/> Community Center | <input type="checkbox"/> Hotel | <input type="checkbox"/> Multi-Family | <input type="checkbox"/> Retail Pad | <input type="checkbox"/> Vacant |
| <input type="checkbox"/> Construction | <input type="checkbox"/> Industrial | <input type="checkbox"/> Neighborhood Center | <input type="checkbox"/> RV Community | <input type="checkbox"/> Vehicle Related |
| <input type="checkbox"/> Convenience/Service/Gas Station | <input type="checkbox"/> Industrial Condo | <input type="checkbox"/> Office | <input type="checkbox"/> Self Storage | <input type="checkbox"/> Warehouse |
| <input type="checkbox"/> Day Care/Nursery | <input type="checkbox"/> Institutional/Governmental | <input type="checkbox"/> Office Condo | <input type="checkbox"/> Services | <input type="checkbox"/> Warehouse (Rf) |
| <input type="checkbox"/> Distribution | <input type="checkbox"/> Leased Land | <input type="checkbox"/> Outlet Center | <input type="checkbox"/> Shopping Center | <input type="checkbox"/> Wholesale |
| <input type="checkbox"/> Economy/Limited Service Hotel | <input type="checkbox"/> Lots | <input type="checkbox"/> Professional | <input type="checkbox"/> Showroom | <input type="checkbox"/> Other |
| <input type="checkbox"/> Flex Space | <input type="checkbox"/> Manufacturing | <input type="checkbox"/> PUD | <input type="checkbox"/> Single Family | <input type="checkbox"/> None |
| <input type="checkbox"/> Food Service | <input type="checkbox"/> Marina | <input type="checkbox"/> Recreational | | |

Improvements

- | | | | | |
|--|------------------------------------|------------------------------------|--|--------------------------------|
| <input type="checkbox"/> Cross Fence | <input type="checkbox"/> Fencing | <input type="checkbox"/> Open Land | <input type="checkbox"/> Street Lights | <input type="checkbox"/> Other |
| <input type="checkbox"/> Curb & Gutter | <input type="checkbox"/> Irrigated | <input type="checkbox"/> Sidewalk | <input type="checkbox"/> Underground Utilities | <input type="checkbox"/> None |
| <input type="checkbox"/> Curbs | | | | |

Waterfront: Yes / No

Waterfront Type

- | | | | |
|-------------------------------------|---------------------------------|--------------------------------|--------------------------------------|
| <input type="checkbox"/> Beach | <input type="checkbox"/> Lagoon | <input type="checkbox"/> Ocean | <input type="checkbox"/> Stream |
| <input type="checkbox"/> Creek | <input type="checkbox"/> Lake | <input type="checkbox"/> Pond | <input type="checkbox"/> Tidal Creek |
| <input type="checkbox"/> Deep Water | <input type="checkbox"/> Marsh | <input type="checkbox"/> River | |
| <input type="checkbox"/> Beach | <input type="checkbox"/> Lagoon | <input type="checkbox"/> Ocean | |

Systems

Cable

Cable Access Cable in Street Cable Ready None

Gas

Natural Gas Private LP Tank Propane None

Sewer

Available Lift Station Public Sewer in Street Unknown
 Community Private Septic Tank Storm Sewer None
 Grinder Pump

Water

Community System Private Well Unknown None Available
 Community Well Public Water Other

Separate Electric Meters: _____ # Separate Water Meters: _____ # Separate Gas Meters: _____

Telephone: Available / DSL / Installed Utilities: Yes / No Utilities Description: Above Ground / Underground / Mixed Use

Utilities at Site

Electric Propane Telephone None Unknown
 Gas

Financial

Master Assoc: Yes / No Mandatory: Yes / No Fee Amount: _____ Assoc Name: _____ Assoc Phone: _____

Master Association Fee Frequency

Annual Monthly Quarterly Weekly None
 Bimonthly One-Time Semi-Annual Other

Community Assoc: Yes / No Mandatory: Yes / No Fee Amount: _____ Assoc Name: _____ Assoc Phone: _____

Community Association Fee Frequency

Annual Monthly Quarterly Weekly None
 Bimonthly One-Time Semi-Annual Other

Association Fees Included

Cable Groundskeeping Rec Facilities Sewer Trash Disposal
 Electric Hazard Insurance Recycling Taxes Water
 Flood Insurance Management Repairs/Maint Telephone Other
 Gas Pest Control Reserves Termite Bond

Association Fees Included

Barbeque Grill Dock Golf Min Rental Period Playground
 Beach Elevator Handicap Provisions No Rental Pond
 Boat Ramp Exercise Room Hot Tub No Short Term Pool
 Cable Deep Water Landscaped Pavilion/Gazebo Security System
 Community Room Fenced Laundry Pet-Friendly Separate Storage
 Deck Game Room Marina Pets-No Pets Allowed Spa
 Deed Access Gated Community Membership Appl Rights Picnic Area Tennis Courts

Maint Fee: _____ Maint Fee Paid: _____ Annual Flood Insurance: _____ Fire Dept Dues: Yes / No

Sub Lease: Yes / No Tax Year: _____ Tax Amount: _____ Trash Collection: _____ Trash Collection Fee: _____

Showing

Internet Listing Display: Yes / No **Internet Address Allowed:** Yes / No **IDX Consumer Comment:** Yes / No **IDX Automated Valuation:** Yes / No

Virtual Tour Unbranded 1 Link: _____ **Virtual Tour Unbranded 2 link:** _____

Virtual Tour Branded 1 link: _____ **Virtual Tour Branded 2 link:** _____

Sign on Property: Yes / No

Showing Instructions

<input type="checkbox"/> 24 Hour Access	<input type="checkbox"/> Call Listing Agent	<input type="checkbox"/> Key On-Site Office	<input type="checkbox"/> Other	<input type="checkbox"/> Special Hours
<input type="checkbox"/> Appointment-Agent	<input type="checkbox"/> Gate Code Req	<input type="checkbox"/> Non GIMLS Lockbox	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Special Notice
<input type="checkbox"/> Appointment-Only	<input type="checkbox"/> Gate Pass Req	<input type="checkbox"/> Lockbox - SentiLock	<input type="checkbox"/> Show At Will	<input type="checkbox"/> See Agent Remarks
<input type="checkbox"/> Call for Lockbox Code	<input type="checkbox"/> Key In Office			

Showing Information

<input type="checkbox"/> Alarm-Must Call Office	<input type="checkbox"/> No A.M.	<input type="checkbox"/> On-Site Rental Office	<input type="checkbox"/> Pet-Must Call Office	<input type="checkbox"/> Under Construction
<input type="checkbox"/> Day Sleeper	<input type="checkbox"/> No Sign	<input type="checkbox"/> On-Site Sales Office	<input type="checkbox"/> See Agent Remarks	<input type="checkbox"/> Vacant
<input type="checkbox"/> Model Home	<input type="checkbox"/> Occupied	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Tenant Occupied	

Remarks

Directions:

Public Remarks:

REALTOR® Remarks:

Office Notes:
