

Residential Input Form for MatrixRequired fields in **blue****General****Property Sub Type & Description**

<input type="checkbox"/> Condo	<input type="checkbox"/> Mobile	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Single Family	<input type="checkbox"/> Townhouse
<input type="checkbox"/> Boat Slip	<input type="checkbox"/> Double	<input type="checkbox"/> Duplex	<input type="checkbox"/> Estate Lot	<input type="checkbox"/> End Unit
<input type="checkbox"/> Condo High-Rise	<input type="checkbox"/> Single	<input type="checkbox"/> Multi-Building	<input type="checkbox"/> Full Size Lot	<input type="checkbox"/> Historic Property Lot
<input type="checkbox"/> Garage	<input type="checkbox"/> Triple	<input type="checkbox"/> Quadplex	<input type="checkbox"/> Historic Property	<input type="checkbox"/> Other
<input type="checkbox"/> Residential	<input type="checkbox"/> Other	<input type="checkbox"/> Tri-plex	<input type="checkbox"/> Patio/Cluster	
			<input type="checkbox"/> Other	

Community

<input type="checkbox"/> Airstrip	<input type="checkbox"/> Boat/Camper/Van Parking	<input type="checkbox"/> Park	<input type="checkbox"/> Sidewalks	<input type="checkbox"/> Walk to Shopping
<input type="checkbox"/> Beach Access	<input type="checkbox"/> Gated	<input type="checkbox"/> Paths/Bike-Walk	<input type="checkbox"/> Street Lights	<input type="checkbox"/> None
<input type="checkbox"/> Boat Ramp	<input type="checkbox"/> Lake	<input type="checkbox"/> Security	<input type="checkbox"/> 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

<input type="checkbox"/> Bank	<input type="checkbox"/> Court Order	<input type="checkbox"/> Estate	<input type="checkbox"/> Institution	<input type="checkbox"/> Relocation
<input type="checkbox"/> Builder	<input type="checkbox"/> Developer	<input type="checkbox"/> Homeowner/Owner	<input type="checkbox"/> Investor	<input type="checkbox"/> Other
<input type="checkbox"/> 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
Conditions
Home Warranty: Yes / No / Negotiable **Home Warranty Amount:** _____
Possession

<input type="checkbox"/> 3-7 Days After Close	<input type="checkbox"/> At Closing	<input type="checkbox"/> Leased Dish	<input type="checkbox"/> Prior to Close	<input type="checkbox"/> Other
<input type="checkbox"/> After Close	<input type="checkbox"/> Immediate	<input type="checkbox"/> Negotiable	<input type="checkbox"/> See Agent Remarks	

Seller Terms

<input type="checkbox"/> 1031	<input type="checkbox"/> Exchange	<input type="checkbox"/> Lease Option	<input type="checkbox"/> Preapproval Required	<input type="checkbox"/> USDA
<input type="checkbox"/> As Is	<input type="checkbox"/> FHA	<input type="checkbox"/> Lease Purchase	<input type="checkbox"/> Private	<input type="checkbox"/> VA
<input type="checkbox"/> Assume	<input type="checkbox"/> FHLMC Approval	<input type="checkbox"/> Leaseback	<input type="checkbox"/> Qualifying	<input type="checkbox"/> Will Lease
<input type="checkbox"/> Cash	<input type="checkbox"/> FNMA Approval	<input type="checkbox"/> Non-Qualifying	<input type="checkbox"/> Release of Eligibility	<input type="checkbox"/> Wrap Around
<input type="checkbox"/> Construction	<input type="checkbox"/> Possible Short Sale	<input type="checkbox"/> Owner 1 st	<input type="checkbox"/> Release of Liability	<input type="checkbox"/> Other-See Remarks
<input type="checkbox"/> Conventional	<input type="checkbox"/> GNMA Loan	<input type="checkbox"/> Owner 2 nd	<input type="checkbox"/> Seller Pays Closing	

Special Listing Conditions

<input type="checkbox"/> Auction	<input type="checkbox"/> Notice of Default	<input type="checkbox"/> REO	<input type="checkbox"/> Short Sale	<input type="checkbox"/> Special Financing
<input type="checkbox"/> Foreclosure	<input type="checkbox"/> Probate	<input type="checkbox"/> Seller Licensed Agent	<input type="checkbox"/> Special Contract	<input type="checkbox"/> Standard
<input type="checkbox"/> Material Relationship				

Inclusions

<input type="checkbox"/> Alarm-Smoke/Fire	<input type="checkbox"/> Gas Logs	<input type="checkbox"/> Satellite Dish	<input type="checkbox"/> Water Softener	<input type="checkbox"/> Other-See Remarks
<input type="checkbox"/> Central Vacuum	<input type="checkbox"/> Intercom/Radio	<input type="checkbox"/> Security System	<input type="checkbox"/> Water Treatment	<input type="checkbox"/> None
<input type="checkbox"/> Dryer	<input type="checkbox"/> Refrigerator	<input type="checkbox"/> Washer	<input type="checkbox"/> Wired Speakers	

Exclusions: _____

Tenant Occupied: Yes / No

Tenant Pays

<input type="checkbox"/> All Maintenance	<input type="checkbox"/> Garbage	<input type="checkbox"/> Pest Control	<input type="checkbox"/> Satellite Dish	<input type="checkbox"/> Water
<input type="checkbox"/> All Utilities	<input type="checkbox"/> Gas	<input type="checkbox"/> Pool	<input type="checkbox"/> Security System	<input type="checkbox"/> Yard
<input type="checkbox"/> Association Fee	<input type="checkbox"/> Internet Connection	<input type="checkbox"/> RV/Boat Parking	<input type="checkbox"/> Sewer	<input type="checkbox"/> Other
<input type="checkbox"/> Cable	<input type="checkbox"/> Landscape Management	<input type="checkbox"/> Sales Tax	<input type="checkbox"/> Telephone	<input type="checkbox"/> None
<input type="checkbox"/> Electric				

Land Lease: Yes / No Land Lease Amt: _____ Land Lease Pmt Freq: _____ Land Lease Exp Date: ____/____/____ Lease Term Ends: ____/____/____

Existing Lease Information

<input type="checkbox"/> 0 – 6 Month	<input type="checkbox"/> 4 – 6 Years	<input type="checkbox"/> Daily/Weekly	<input type="checkbox"/> Option to Buy	<input type="checkbox"/> Other
<input type="checkbox"/> 1 – 3 Years	<input type="checkbox"/> 7 – 12 Years	<input type="checkbox"/> Month-to-Month	<input type="checkbox"/> Option to Renew	<input type="checkbox"/> No Lease

Rental Type

<input type="checkbox"/> Carriage House Apt	<input type="checkbox"/> Entire House	<input type="checkbox"/> Garage Apt	<input type="checkbox"/> Lower Level Apt	<input type="checkbox"/> Mobile Home
<input type="checkbox"/> Efficiency Apt				

Exterior

Garage: Yes / No Carport: Yes / No Parking: Yes / No Assigned Parking: Yes / No

of Garage Spaces: _____ # of Carport Spaces: _____ # of Parking Spaces: _____ # of Assigned Spaces: _____

Parking Description

<input type="checkbox"/> Assigned Spaces	<input type="checkbox"/> Drive Under/Basement	<input type="checkbox"/> Off Street	<input type="checkbox"/> RV/Boat Parking	<input type="checkbox"/> Unpaved
<input type="checkbox"/> Attached	<input type="checkbox"/> Driveway Only	<input type="checkbox"/> Parking Lot	<input type="checkbox"/> Side/Rear Entrance	<input type="checkbox"/> Unpaved Driveway
<input type="checkbox"/> Auto Garage Door	<input type="checkbox"/> Golf Cart Garage	<input type="checkbox"/> Paved	<input type="checkbox"/> Storage Room	<input type="checkbox"/> Other
<input type="checkbox"/> Covered	<input type="checkbox"/> Guest	<input type="checkbox"/> Paved Driveway	<input type="checkbox"/> Street Parking	<input type="checkbox"/> None
<input type="checkbox"/> Detached	<input type="checkbox"/> Kitchen Level Entry			

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

Pool: Yes / No Hot Tub: Yes / No

Pool/Hot Tub Description

<input type="checkbox"/> Above Ground Pool	<input type="checkbox"/> Heated	<input type="checkbox"/> In-Ground Pool	<input type="checkbox"/> Salt Water System	<input type="checkbox"/> Spa
<input type="checkbox"/> Glass Encl/Inside House	<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Pool House	<input type="checkbox"/> Screen Enclosure	

Exterior House

<input type="checkbox"/> Balcony	<input type="checkbox"/> Deck-Open	<input type="checkbox"/> Outside Shower	<input type="checkbox"/> Porch	<input type="checkbox"/> Sauna/Steam
<input type="checkbox"/> Barbeque Grill	<input type="checkbox"/> Fire Pit	<input type="checkbox"/> Patio-Covered	<input type="checkbox"/> Porch-Front	<input type="checkbox"/> Terrace
<input type="checkbox"/> Columns	<input type="checkbox"/> Gas Grill	<input type="checkbox"/> Patio-Enclosed	<input type="checkbox"/> Porch-Screened	<input type="checkbox"/> TV Antenna
<input type="checkbox"/> Courtyard	<input type="checkbox"/> Hurricane Shutters	<input type="checkbox"/> Patio-Open	<input type="checkbox"/> Porch-Wrap	<input type="checkbox"/> Other
<input type="checkbox"/> Deck	<input type="checkbox"/> Needs Work	<input type="checkbox"/> Patio-Uncovered	<input type="checkbox"/> Renovated	
<input type="checkbox"/> Deck-Covered	<input type="checkbox"/> Newly Painted	<input type="checkbox"/> Pizza Oven	<input type="checkbox"/> Satellite Dish	

Exterior Lot

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

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

Bedrooms: _____ **# Building Stories:** _____ **Total # of Buildings:** _____ **Unit Floor:** _____
Full Baths: _____ **# Bedrooms Downstairs:** _____ **SqFt Total:** _____ **Approx Year Built:** _____
Half Baths: _____ **# Bedrooms Upstairs:** _____ **SqFt Source:** _____ **Pre-1978:** Yes / No
Total Rooms: _____ **Building Name:** _____ **# Unit Stories:** _____ **New Construction:** Yes / No

New Construction Description

_____ Alley _____ Fenced Yard _____ Irrigation System _____ Sprinkler System _____ Tennis Courts

Building Permit Number: _____ **Build to Suit:** Yes / No **Builder Model:** _____ **Builder Name:** _____

Style

_____ A-Frame	_____ Contemporary	_____ Loft	_____ Ranch	_____ Tudor
_____ Beach Cottage	_____ Country/Rustic	_____ Log Cabin	_____ Salt Box	_____ Victorian
_____ Bungalow	_____ Craftsman	_____ Low Country	_____ Spanish	_____ Villa
_____ Cabin	_____ European	_____ Mansard	_____ Split Level	_____ Warehouse
_____ Cape Cod	_____ Flat	_____ Patio Home	_____ Townhome	_____ Other
_____ Colonial	_____ French Provincial	_____ Plantation	_____ Traditional	

Construction/Siding

_____ Aluminum	_____ Cinder Block	_____ GP/LP Siding	_____ Shake	_____ Stucco-Hard Coat
_____ Asbestos	_____ Composite	_____ HardiePlank	_____ Shell	_____ Stucco-unk
_____ Block	_____ Concrete	_____ Log	_____ Steel	_____ Tabby
_____ Board & Batten	_____ Concrete Siding	_____ Masonite	_____ Stone	_____ Vinyl
_____ Brick	_____ Cypress	_____ Metal	_____ Stone/Frame	_____ Wood
_____ Brick Siding	_____ Dryvit	_____ Pressboard Siding	_____ Stucco	_____ Other
_____ Cedar	_____ Frame	_____ Rough-Sawn Siding	_____ Stucco-Eifs	

Structure Condition

_____ Boarded-Up	_____ Cosmetic Repairs	_____ Renovated	_____ Structural Repairs	_____ Unrestored
_____ Condemned	_____ No Power	_____ Restored	_____ Tax Incentives	_____ Updated

Foundation

_____ Basement	_____ Built-Up	_____ Joists	_____ Slab	_____ Wood
_____ Block	_____ Concrete	_____ Piers/Pilings	_____ Steel	_____ Other
_____ Brick	_____ Crawl Space	_____ Raised Slab	_____ Subfloor	_____ None

Property Attached: Yes / No

Common Walls

_____ 1 Common Wall	_____ 3 Common Walls	_____ No One Above	_____ No One Below	_____ No Common Walls
_____ 2 Common Walls				

Roof

_____ Asbestos	_____ Concrete	_____ Membrane	_____ Shake	_____ Tile
_____ Asphalt	_____ Copper	_____ Metal/Steel	_____ Slate	_____ Tin
_____ Built-Up	_____ Flat	_____ Pitched	_____ Solar Shingle	_____ Wood Shingle
_____ Composition	_____ Foam	_____ Rolled Rubber	_____ Tar/Gravel	_____ Other

Energy Features

_____ Attic Fan	_____ Geothermal	_____ LEED	_____ Ridge Vents	_____ Spray Foam
_____ Double Pane Windows	_____ Good Cents	_____ NAHB Green	_____ Roof Turbines	_____ Storm Doors
_____ Double Pane/Thermo	_____ Instant Heat	_____ Power Vent	_____ Roof Vent Fans	_____ Storm Windows
_____ Electric Air Filter	_____ Insulated Doors	_____ Programmable Thermostat	_____ Smart Thermostat	_____ Other
_____ Energy Star	_____ Insulated Floors	_____ Recovery System	_____ Solar Screens	_____ None
_____ Extra Insulation	_____ Insulation			

ADA Features: Yes / No

ADA Features

_____ 30' Doors	_____ Levered	_____ No Steps	_____ Showers	_____ Other
_____ Big Bath	_____ Low Counters	_____ Ramp Access	_____ Wide Halls	_____ None
_____ High Garage	_____ Low Switches			

Rooms (Visit <http://forms.mygiar.com> for the entire Rooms form.)

Room Type: _____	Room Length: _____	Room Flooring: _____
Room Level: _____	Room Width: _____	Room Features: _____

Appliances

<input type="checkbox"/> Ceiling Fans	<input type="checkbox"/> Freezer	<input type="checkbox"/> Microwave	<input type="checkbox"/> Range	<input type="checkbox"/> Washer
<input type="checkbox"/> Central Vacuum	<input type="checkbox"/> Hood Fan	<input type="checkbox"/> Oven - Cont Clean	<input type="checkbox"/> Range Hood	<input type="checkbox"/> Water Softener
<input type="checkbox"/> Commercial Grade	<input type="checkbox"/> Ice Maker Cnctn	<input type="checkbox"/> Oven - Double	<input type="checkbox"/> Range/Oven	<input type="checkbox"/> Wine Chiller
<input type="checkbox"/> Convection Oven	<input type="checkbox"/> Ice Maker Machine	<input type="checkbox"/> Oven - Self-Clean	<input type="checkbox"/> Refrigerator	<input type="checkbox"/> Other-See Remarks
<input type="checkbox"/> Cooktop-Separate	<input type="checkbox"/> Indoor Grill	<input type="checkbox"/> Oven - Single	<input type="checkbox"/> Smoke Detector	<input type="checkbox"/> None
<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Instant Hot Water	<input type="checkbox"/> Oven - Wall	<input type="checkbox"/> Trash Compactor	<input type="checkbox"/> Elevator Ready
<input type="checkbox"/> Disposal	<input type="checkbox"/> Intercom	<input type="checkbox"/> Oven - Warmer	<input type="checkbox"/> W/D Stack	<input type="checkbox"/> Security System
<input type="checkbox"/> Dryer	<input type="checkbox"/> Jennaire			

Attic

<input type="checkbox"/> Floored	<input type="checkbox"/> Pull Down	<input type="checkbox"/> Stairs	<input type="checkbox"/> Other	<input type="checkbox"/> None
<input type="checkbox"/> Partial Floored	<input type="checkbox"/> Scuttle	<input type="checkbox"/> Walk-In		

Basement: Yes / No

Basement Description: Finished / Unfinished / Other-See Remarks

of Fireplaces: _____

Fireplace Features

<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Masonry	<input type="checkbox"/> Stone	<input type="checkbox"/> Wood Burning
<input type="checkbox"/> Factory Built	<input type="checkbox"/> Gas Logs	<input type="checkbox"/> Non-Working	<input type="checkbox"/> Ventless	<input type="checkbox"/> Wood Stove
<input type="checkbox"/> Free-Standing	<input type="checkbox"/> Gas Starter	<input type="checkbox"/> See-Thru		

Fireplace Location

<input type="checkbox"/> Den/Family Room	<input type="checkbox"/> Great Room	<input type="checkbox"/> Living Room	<input type="checkbox"/> Master Bedroom	<input type="checkbox"/> Study
<input type="checkbox"/> Dining Room	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Master Bath	<input type="checkbox"/> Porch	<input type="checkbox"/> Other

Floors

<input type="checkbox"/> Brick	<input type="checkbox"/> Hardwood	<input type="checkbox"/> Slate	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Wood
<input type="checkbox"/> Carpet	<input type="checkbox"/> Marble	<input type="checkbox"/> Terrazzo	<input type="checkbox"/> Wall to Wall Carpet	<input type="checkbox"/> Other
<input type="checkbox"/> Concrete	<input type="checkbox"/> Parquet	<input type="checkbox"/> Tile		

Interior Features

<input type="checkbox"/> Additional Bedroom Suite	<input type="checkbox"/> Converted Garage	<input type="checkbox"/> Furnished: All	<input type="checkbox"/> No Window Treatments	<input type="checkbox"/> Study
<input type="checkbox"/> Atrium	<input type="checkbox"/> Cove Lighting	<input type="checkbox"/> Furnished: None	<input type="checkbox"/> Pantry	<input type="checkbox"/> Split Bedrooms
<input type="checkbox"/> Bay Window	<input type="checkbox"/> Den/Family Room	<input type="checkbox"/> Furnished: Some	<input type="checkbox"/> Plantation Shutters	<input type="checkbox"/> Track Lighting
<input type="checkbox"/> Bonus Room	<input type="checkbox"/> Dining Room	<input type="checkbox"/> GarageDoorOpener	<input type="checkbox"/> Rear Stairs	<input type="checkbox"/> W/D Connection
<input type="checkbox"/> Built-in Bookcases	<input type="checkbox"/> Elevator	<input type="checkbox"/> Garden Window	<input type="checkbox"/> Recessed Lighting	<input type="checkbox"/> Wallpaper
<input type="checkbox"/> CAT-5 Network Cable	<input type="checkbox"/> Elevator Ready	<input type="checkbox"/> Great Room	<input type="checkbox"/> Renovated	<input type="checkbox"/> Wet Bar
<input type="checkbox"/> Cedar Closet	<input type="checkbox"/> Fire Alarm	<input type="checkbox"/> Guest House	<input type="checkbox"/> Shelving	<input type="checkbox"/> Window Treatments
<input type="checkbox"/> Ceiling Fans	<input type="checkbox"/> Formal Dining	<input type="checkbox"/> Laminate Flooring	<input type="checkbox"/> Security System	<input type="checkbox"/> Other-See Remarks
<input type="checkbox"/> Ceilings above 9ft.	<input type="checkbox"/> Foyer	<input type="checkbox"/> Lock Out	<input type="checkbox"/> Skylight	
<input type="checkbox"/> Columns	<input type="checkbox"/> Furnished	<input type="checkbox"/> Newly Painted	<input type="checkbox"/> Smart Features (See Remarks)	

Interior Construction

<input type="checkbox"/> Ceiling: Beamed	<input type="checkbox"/> Ceiling: Vaulted	<input type="checkbox"/> Walls: Brick	<input type="checkbox"/> Walls: Paneled	<input type="checkbox"/> Walls: Wainscoting
<input type="checkbox"/> Ceiling: Cathedral	<input type="checkbox"/> Staircase: Curved	<input type="checkbox"/> Walls: Cedar	<input type="checkbox"/> Walls: Paneling	<input type="checkbox"/> Walls: Wood
<input type="checkbox"/> Ceiling: Crown Molding	<input type="checkbox"/> Staircase: Open	<input type="checkbox"/> Walls: Concrete	<input type="checkbox"/> Walls: Plaster	<input type="checkbox"/> Woodwork: Painted
<input type="checkbox"/> Ceiling: Raised	<input type="checkbox"/> Staircase: Spiral	<input type="checkbox"/> Walls: Cypress	<input type="checkbox"/> Walls: Sheetrock	<input type="checkbox"/> Woodwork: Stained
<input type="checkbox"/> Ceiling: Trayed/Coffered	<input type="checkbox"/> Walls: Block	<input type="checkbox"/> Walls: Mirrored	<input type="checkbox"/> Walls: Stucco	<input type="checkbox"/> Other-See Remarks

Kitchen/Breakfast

<input type="checkbox"/> Breakfast Area	<input type="checkbox"/> Breakfast Room	<input type="checkbox"/> Country Kitchen	<input type="checkbox"/> Gourmet Kitchen	<input type="checkbox"/> Keeping Room
<input type="checkbox"/> Breakfast Bar	<input type="checkbox"/> Butler Pantry	<input type="checkbox"/> Galley Kitchen	<input type="checkbox"/> Island	

Laundry

<input type="checkbox"/> Basement	<input type="checkbox"/> Garage	<input type="checkbox"/> Laundry Chute	<input type="checkbox"/> Upstairs	<input type="checkbox"/> Other
<input type="checkbox"/> Bathroom	<input type="checkbox"/> Hall	<input type="checkbox"/> Laundry Room	<input type="checkbox"/> Washer Connection	<input type="checkbox"/> None
<input type="checkbox"/> Dryer Connection	<input type="checkbox"/> Kitchen	<input type="checkbox"/> Sink		

Master Bedroom Features

<input type="checkbox"/> Carpeted	<input type="checkbox"/> First Floor	<input type="checkbox"/> Master Main	<input type="checkbox"/> Master Up	<input type="checkbox"/> Split Plan
<input type="checkbox"/> Cathedral Ceilings	<input type="checkbox"/> Hardwood	<input type="checkbox"/> Master Suite	<input type="checkbox"/> Sitting Area	<input type="checkbox"/> Walk-in Closet
<input type="checkbox"/> Fireplace				

Master Bath Features

<input type="checkbox"/> ADA Compliant	<input type="checkbox"/> Double Vanity	<input type="checkbox"/> Separate Shower	<input type="checkbox"/> Tile	<input type="checkbox"/> Walk-In Tub
<input type="checkbox"/> Bidet	<input type="checkbox"/> Dressing Area	<input type="checkbox"/> Shower Only	<input type="checkbox"/> Tub	<input type="checkbox"/> Wet Room
<input type="checkbox"/> Carpeted	<input type="checkbox"/> Garden Tub	<input type="checkbox"/> Single Vanity	<input type="checkbox"/> Tub/Shower	<input type="checkbox"/> Whirlpool Bath
<input type="checkbox"/> Cultured Marble	<input type="checkbox"/> Sauna/Steam	<input type="checkbox"/> Skylight	<input type="checkbox"/> Walk-in Closet	

Farm Info

☐ Barn/Utility
☐ Beef
☐ Dairy
☐ Equipment

☐ Horse
☐ Irrigation System
☐ Livestock
☐ Not Applicable

☐ Orchard
☐ Pasture
☐ Poultry
☐ Ranch

☐ Row Crops
☐ Silo/Grain Bin
☐ Stable
☐ Swine

☐ Timber/Tree
☐ Truck
☐ Other

Utilities

☐ Cable
☐ Electric
☐ Gas
☐ Propane

☐ Tap Fee Due
☐ Tap Fee Paid
☐ Telephone
☐ Underground Utilities

☐ Waste: Comm Sewer
☐ Waste: Lift Station
☐ Waste: None
☐ Waste: Public Sewer

☐ Waste: Septic Tank
☐ Waste: Sewer Avail
☐ Water: Avail
☐ Water: Comm

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

Property**Lot Description**

☐ Acreage 1-5
☐ Acreage 5-10
☐ Acreage 10+
☐ Additional Land Available
☐ Brush
☐ Bulkhead/Seawall
☐ Bush-Hogged
☐ Cleared
☐ Corner
☐ Cul-de-sac
☐ Curb & Gutter

☐ Dead End
☐ Exceptional View
☐ Fill Needed
☐ Flood Zone
☐ Flood Zone-Some Areas
☐ Frontage
☐ Golf Course
☐ Greenbelt
☐ Interior
☐ Irregular
☐ Landscaped

☐ Leased Land
☐ Level Lot
☐ Low
☐ Marshland
☐ No Mineral Rights
☐ Open Land
☐ Pasture
☐ Privacy
☐ Private Backyard
☐ Property Corners Marked
☐ Rocky

☐ Rolling-Gentle
☐ Rolling-Rough
☐ Rural
☐ Sidewalk
☐ Sloping
☐ Steep
☐ Storm Sewer
☐ Subdivision Recorded
☐ Subdivision Unrecorded
☐ Townhouse
☐ Wetlands

☐ Will Divide
☐ Wooded
☐ Wooded-Heavy
☐ Wooded-Partial
☐ Woods Trail
☐ Yard Well
☐ Zero Lot Line
☐ Other
☐ None/Condo

Horse Amenities

☐ Automatic Waters
☐ Bridal Path
☐ Grain Storage

☐ Hay Storage
☐ Hot Walker
☐ Indoor Arena

☐ Pasture
☐ Riding Trails

☐ Round Pen
☐ Stables

☐ Tack Room
☐ Wash Rack

Lot View/Frontage

☐ Beach Dunes Frontage
☐ Beach Dunes View
☐ Beach Frontage
☐ Beach View
☐ Creek
☐ Deep Water Frontage

☐ Deep Water View
☐ Golf Course Frontage
☐ Golf Course View
☐ Lagoon Frontage
☐ Lagoon View
☐ Lake Frontage

☐ Lake View
☐ Marsh Frontage
☐ Marsh View
☐ Natural
☐ Ocean Front
☐ Ocean View

☐ Park Frontage
☐ Park View
☐ Pond
☐ Residential
☐ River Frontage
☐ River View

☐ Stream
☐ Tidal Creek
☐ Village Area
☐ Waterfront
☐ Other

Road Surface

☐ Asphalt
☐ Brick
☐ Cobblestone
☐ Concrete

☐ Curb
☐ Curb & Gutter
☐ Dirt

☐ Graded/Maintained
☐ Gravel
☐ Paved

☐ Shell
☐ Stone
☐ Trail

☐ Unpaved
☐ Other
☐ None

Access

☐ Airstrip
☐ City Road
☐ Controlled Access
☐ County Road

☐ Dirt Road
☐ Easement
☐ Near Interstate
☐ No Driveway

☐ No Road
☐ Other-See Remarks
☐ Private

☐ Public
☐ State Hwy
☐ Trail

☐ US Hwy
☐ Water Access Only
☐ No Access

Horses Allowed: Yes / No

Deed Book/Page: _____

Total Lot SqFt: _____

Phase Section: _____

Flood Zone: Yes / No

Legal Phase: _____

Lot Front: _____

Lot #: _____

Flood Ins Req: Yes / No / Unkn

Legal Block: _____

Lot Rear: _____

of Lots: _____

X Zone: Yes / No

Legal Lot: _____

Lot Left: _____

Golf Course Name: _____

Tax ID/Parcel # 1: _____

Ownership: _____

Lot Right: _____

Golf Course Hole #: _____

Tax ID/Parcel # 2: _____

Legal Description: _____

Road Frontage (ft): _____

Waterway Name: _____

Tax Map: _____

Approx Acreage: _____

Water Frontage (ft): _____

Road Resp: _____

Zoning Description

☐ Agricultural
☐ City
☐ Commercial
☐ Condo

☐ County
☐ Historical
☐ Industrial

☐ Mixed Use
☐ Mobile Home
☐ Multi-Family

☐ Patio/Duplex
☐ Res Multi
☐ Res Single

☐ Residential
☐ Resort
☐ Unrestricted

Waterfront: Yes / No

Waterfront Type

☐ Beach

☐ Creek

☐ Deep Water

☐ Beach

☐ Lagoon

☐ Lake

☐ Marsh

☐ Lagoon

☐ Ocean

☐ Pond

☐ River

☐ Ocean

☐ Stream

☐ Tidal Creek

Systems

Cable

☐ Cable Access

☐ Cable in Street

☐ Cable Ready

☐ None

of Cool Units: _____

Cool Source

☐ Electric

☐ Gas

☐ Solar

☐ Other

☐ None

Cool Type

☐ Central

☐ Heat Pump

☐ Whole House Fan

☐ Zoned

☐ None

☐ Common

☐ Wall Unit

☐ Window Unit

☐ Other

Electric

☐ 3 Phase

☐ 440 Volt

☐ Heavy Duty

☐ RV 30 Amp

☐ Other

☐ 110 Volt

☐ Circuit Breakers

☐ Light Duty

☐ RV 50 Amp

☐ None

☐ 220 Volt

☐ Fuses

of Heat Units: _____

Heat Source

☐ Electric

☐ Oil

☐ Solar

☐ Wood

☐ None

☐ Gas

☐ Propane

☐ Steam

☐ Other

Heat Type

☐ Baseboard

☐ Floor Furnace

☐ Radiator / Radiant

☐ Wall Unit

☐ Zoned

☐ Central

☐ Forced Air

☐ Space Heater

☐ Window Unit

☐ Other

☐ Common

☐ Heat Pump

☐ Unit Heater

☐ Wood Stove

☐ 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

Telephone: Available / DSL / Installed

Underground Utilities: Yes / No

Water

☐ Community System

☐ Private Well

☐ Unknown

☐ None

☐ Available

☐ Community Well

☐ Public Water

☐ Other

of Water Heaters: _____

Water Heater Type

☐ Electric

☐ Leased

☐ Owned

☐ Solar

☐ Timed

☐ Gas

☐ Oil

☐ Rented

☐ Tankless

☐ None

☐ Insulated

Financial

Master Assoc: Yes / No

Mandatory: Yes / No

Fee Amount: _____

Assoc Name: _____

Assoc Phone: _____

Master Association Fee Frequency

☐ Annual

☐ Monthly

☐ Quarterly

☐ Weekly

☐ None

☐ Bi-monthly

☐ 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

☐ Bi-monthly

☐ 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 Amenities

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

SentriLock Bluetooth Lockbox: Yes / No (If yes, assign LB in Matrix under Modify Listing; if no, upload [Lockbox Authorization Addendum](#) in Supplements)

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 - SentriLock	<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:
