

# Lake County Association of REALTORS®

ON MAGNIFICENT CLEAR LAKE

SINCE 1947



To all Reciprocal participants:  
Please complete this form.

Office Name: \_\_\_\_\_

Office Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Office Phone: \_\_\_\_\_ Office Fax: \_\_\_\_\_

Designated Broker: \_\_\_\_\_ Broker DRE License #: \_\_\_\_\_

Listing Agent: \_\_\_\_\_ Listing Agent DRE License #: \_\_\_\_\_

Agent Cell #: \_\_\_\_\_ Agent Email: \_\_\_\_\_

Please select the appropriate listing input form for your listing:

- Residential     Residential Lease     Residential Income     Mobile Home  
 Land     Commercial     Commercial Lease     Business Opportunity

**Mandatory Lockbox:** If a lockbox is present on a Residential or Residential Income property, it must be a Lake County Sentrilock lockbox. More than one lockbox may be used on a property as long as one of them meets this criteria.

**Listing Input Fee:** \$75.00 payment must be made before listing will be entered in MLS

**Lockbox Rental Fee:** \$100.00 (\$25 fee +\$75 deposit refunded when lockbox is returned)

**Open House Fee:** \$10 - First Open House listing FREE

Select payment choice:  Check     MasterCard     Visa

Card Number: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_    Expiration Date: \_\_\_\_\_/\_\_\_\_\_

3 Digit V-Code: \_\_\_\_\_ (found on the back of card)    Amount Charged: \$ \_\_\_\_\_

Thank you for participating in the C.A.R. Master Reciprocal Agreement. By participating in the program, both Listing Broker and Agent agree to abide by the LCAOR MLS Rules. Status changes need to be reported to the MLS in the required timeframes.

Our MLS Rules require that all listings have at least one photograph. Residential, Multi-Family, Mobile Homes and Commercial listings must have a photograph of the exterior of the structure. Land listings must have a photo of the land or an aerial photo with an outline of the lot. You are responsible for supplying a photograph of your listing.

**Return completed form to our office attention: Teresa Hoffman-Singh**

Email: [teresah@lcaor.com](mailto:teresah@lcaor.com), Fax: (707) 263-9310

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Listing Agent

# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Basics

### Listing Information:

\*List Price: \$ \_\_\_\_\_ List Price Low: \$ \_\_\_\_\_ \*APN: \_\_\_\_\_

### County/City/Area/Tract:

\*County: \_\_\_\_\_ \*City: \_\_\_\_\_

\*\*Area: \_\_\_\_\_ \*\*Builder's Tract Code: \_\_\_\_\_

### Address Information:

\*Street Number: \_\_\_\_\_ Street # Extension: \_\_\_\_\_ Street Direction:  North  East  South  West

\*Street Name: \_\_\_\_\_

#### Street Suffix:

- |                                    |                                 |                                   |                                       |                                     |                               |  |                                |                                 |                                  |                                   |
|------------------------------------|---------------------------------|-----------------------------------|---------------------------------------|-------------------------------------|-------------------------------|--|--------------------------------|---------------------------------|----------------------------------|-----------------------------------|
| <input type="checkbox"/> Avenue    | <input type="checkbox"/> Road   | <input type="checkbox"/> Causeway | <input type="checkbox"/> Cut / Cutoff | <input type="checkbox"/> Highway    | <input type="checkbox"/> Lane | <input type="checkbox"/> Parkway       | <input type="checkbox"/> Pike  | <input type="checkbox"/> Rise   | <input type="checkbox"/> Terrace | <input type="checkbox"/> Turnpike |
| <input type="checkbox"/> Boulevard | <input type="checkbox"/> Street | <input type="checkbox"/> Circle   | <input type="checkbox"/> Expressway   | <input type="checkbox"/> Interstate | <input type="checkbox"/> Loop | <input type="checkbox"/> Pass / Bypass | <input type="checkbox"/> Place | <input type="checkbox"/> Run    | <input type="checkbox"/> Trace   | <input type="checkbox"/> Walk     |
| <input type="checkbox"/> Drive     | <input type="checkbox"/> Alley  | <input type="checkbox"/> Court    | <input type="checkbox"/> Freeway      | <input type="checkbox"/> Island     | <input type="checkbox"/> Mall | <input type="checkbox"/> Pathway       | <input type="checkbox"/> Plaza | <input type="checkbox"/> Square | <input type="checkbox"/> Trail   | <input type="checkbox"/> Way      |

Street Suffix Extension: \_\_\_\_\_ Unit #: \_\_\_\_\_

\*State: \_\_\_\_\_ \*Zip Code: \_\_\_\_\_ Zip Code 4 Digits: \_\_\_\_\_ TG/Map Book Number: \_\_\_\_\_

Country: \_\_\_\_\_ \*Cross Streets: \_\_\_\_\_

Driving Directions: \_\_\_\_\_

### Basic Information:

#### \*Property Type:

- |  |   |
|--|---|
| <input type="checkbox"/> Single Family Residence | <input type="checkbox"/> Cabin                  |
| <input type="checkbox"/> Condominium             | <input type="checkbox"/> Stock Cooperative      |
| <input type="checkbox"/> Townhouse               | <input type="checkbox"/> Own Your Own           |
| <input type="checkbox"/> Manufacture 433         | <input type="checkbox"/> Time Share             |
| <input type="checkbox"/> Manufacture Without 433 | <input type="checkbox"/> Commercial/Residential |

#### \*Attached Structure:

- Attached  
 Detached

#### \*Year Built:

\_\_\_\_\_

#### \*Year Built Source:

- Estimated  
 Appraiser  
 Assessor  
 Builder  
 Seller  
 See Remarks

#### \*Sale Type:

- HUD Owned  
 Standard  
 In Foreclosure  
 Notice of Default  
 Real Estate Owned  
 Short Pay/ Subject to Lender  
 Probate Listing  
 Auction

\*Bedrooms: \_\_\_\_\_ \*Baths:Full : \_\_\_\_\_ \*Baths:3/4: \_\_\_\_\_ \*Baths:1/2 : \_\_\_\_\_ \*Baths:1/4: \_\_\_\_\_

#### Square Foot Structure:

#### Square Foot Structure Source:

- |  |  |
|--|--|
| <input type="checkbox"/> Appraiser       | <input type="checkbox"/> Landlord/Lessor/Owner |
| <input type="checkbox"/> Assessor's Data | <input type="checkbox"/> Public Records        |
| <input type="checkbox"/> Builder's Data  | <input type="checkbox"/> Seller                |
| <input type="checkbox"/> Developer       | <input type="checkbox"/> Survey                |
| <input type="checkbox"/> Estimated       | <input type="checkbox"/> Taped                 |
| <input type="checkbox"/> GIS Calculated  | <input type="checkbox"/> Not Taped             |
|  | <input type="checkbox"/> See Remarks           |

#### Lot Size:

\_\_\_\_\_

#### Lot Size Type:

- Acres  
 Sqft

#### Square Foot Lot Source:

- |  |  |
|--|--|
| <input type="checkbox"/> Appraiser       | <input type="checkbox"/> Landlord/Lessor/Owner |
| <input type="checkbox"/> Assessor's Data | <input type="checkbox"/> Public Records        |
| <input type="checkbox"/> Builder's Data  | <input type="checkbox"/> Seller                |
| <input type="checkbox"/> Developer       | <input type="checkbox"/> Survey                |
| <input type="checkbox"/> Estimated       | <input type="checkbox"/> Taped                 |
| <input type="checkbox"/> GIS Calculated  | <input type="checkbox"/> Not Taped             |
|  | <input type="checkbox"/> See Remarks           |

#### \*Senior Community:

Yes  No

#### \* Association Dues:

Yes  No

#### \*Lease Considered:

Yes  No

#### \*Stories:

- One Level  
 Two Level  
 Three Or More Levels  
 Split Level  
 Multi Level

#### Entry Level Location:

- |  |                                      |
|--|--------------------------------------|
| <input type="checkbox"/> Ground Level With Steps | <input type="checkbox"/> Living Room |
| <input type="checkbox"/> Ground Level No Steps   | <input type="checkbox"/> Penthouse   |
| <input type="checkbox"/> Ground Level            | <input type="checkbox"/> Elevator    |
| <input type="checkbox"/> Mid Level               | <input type="checkbox"/> Other       |
| <input type="checkbox"/> Top Level               |                                      |
| <input type="checkbox"/> Main Level              |                                      |

## Description

Property Description: **The Property Description shall be used to describe the property. All text must be entered in English language ONLY.**

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Virtual Tour Web site Address: **The Virtual Tour Field shall contain ONLY a live link to a Virtual Tour of the property. The Virtual Tour may not include such things as: agent/broker photos, agent/broker names, phone numbers, web site addresses, email addresses or advertising other than about the property. No messages or solicitations of any kind. Enter the URL in the format <http://www.virtualtour.com/etc>.**

List Price Excludes: \_\_\_\_\_

List Price Includes: \_\_\_\_\_

# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Interior Features

### \*Fireplace:

- Bath
- Bonus Room
- Den
- Dining Room
- Family Room
- Game Room
- Guest House
- Kitchen
- Library
- Living Room
- Master Bedroom
- Master Retreat
- Outdoors
- Patio
- Electric
- Gas
- Gas Starter
- Pellet Stove
- Propane
- Wood
- Wood Stove Insert
- Blower Fan
- Circular
- Decorative
- Fire Pit
- Free Standing
- Great Room

- Heatilator
- Masonry
- Raised Hearth
- Zero Clearance
- See Through
- Two Way
- None
- See Remarks

### \*Cooling:

- Central
- Dual
- Zoned
- Wall Window
- Evaporative
- Heat Pump
- Humidity Pump
- Whole House Fan
- Electric
- Gas
- Energy Star
- High Efficiency
- SEER Rated 13-15
- SEER Rated 16+
- None
- See Remarks

### Heating:

- Central Furnace
- Zoned
- Baseboard
- Floor Furnace
- Wall Heater
- Space Heater
- Forced Air
- Gravity Heating
- Heat Pump
- Radiant
- Electric
- Natural Gas
- Propane
- Kerosene
- Pellet
- Wood
- Oil
- Solar
- Energy Star
- High Efficiency
- Combination
- Fireplace
- Humidity Control
- Wood Stove
- None
- See Remarks

### Laundry:

- Area
- Community
- Individual Room
- In Garage
- In Kitchen
- Inside
- Electric
- Gas
- Gas or Electric
- Propane
- Stackable
- None
- See Remarks
- In Carport
- In Closet
- On Upper Level
- Outside

### Interior:

- Furnished
- Partially Furnished
- Unfurnished
- Recessed Lighting
- Track Lighting
- Chair Railings
- Coffered Ceiling(s)
- Crown Moldings
- Suspended Ceiling(s)
- Wainscotting
- Built-Ins
- Storage Space
- Unfinished Walls
- Wood Product Walls
- Block Walls
- Brick Walls
- Window Blinds
- Window Shutters
- Window Screens
- Solar Screens
- Custom Window Covering
- Drapes/Curtains
- French/Mullioned Windows
- Stained Glass Window
- French Doors
- Insulated Doors
- Panel Doors
- Sliding Glass Door(s)
- Mirrored Closet Doors
- Storm Doors
- Ceramic Counters
- Corian Counters
- Formica Counters
- Granite Counters
- Laminate Counters
- Stone Counters
- Tile Counters
- Remodeled Kitchen
- Bar
- Dry Bar
- Wet Bar
- Home Automation System
- Intercom

- Phone System
- Wired for Data
- Wired for Sound
- Wired for Alarm System
- Security System
- Closed Circuit Tv
- Smoke Detector
- Fire and Smoke Detection System
- Carbon Monoxide Detector(s)
- Fire Sprinklers
- Electric Water Heater
- Gas Water Heater
- Propane Water Heater
- Coal Water Heater
- Solar Water Heater
- Energy Star Water Heater
- High Efficiency Water Heater
- Tankless Water Heater
- Hot Water Circulator
- Instant Hot Water
- Water Heater Central
- Water Heater Unit
- No Hot Water
- Water Softener
- Copper Plumbing Full
- Copper Plumbing Partial
- Sump Pump
- Bidet
- Attic Fan
- Ceiling Fan
- Electronic Air Cleaner
- Vacuum Central
- Stair Climber
- Tandem
- Bathtub
- Low Flow Shower
- Low Flow Toilets
- Shower
- Shower in Tub

### \*Rooms:

- All Bedrooms Up
- All Bedrooms Down
- Converted Bedroom
- Master Bedroom
- Master Suite
- Two Masters
- Retreat
- Multi-Level Bedroom
- Dressing Area
- Walk-In Closet
- Art Studio
- Atrium
- Attic
- Basement
- Bonus
- Center Hall
- Dance Studio
- Den
- Entry
- Formal Entry
- Foyer
- Family Room
- Separate Family Room
- Great Room
- Guest/Maid's Quarters
- Gym/Exercise
- Home Theatre
- Jack & Jill
- Library
- Living Room
- Loft
- Media
- Projection
- Recreation
- Sound Studio
- Study/Office
- Sun
- Utility Room
- Walk-In Pantry
- Wine Cellar
- Workshop
- See Remarks

### Eating Area:

- Area
- Breakfast Counter/ Bar
- Breakfast Nook
- Dining Ell
- Family Kitchen
- Family Room
- Formal Dining Room
- In Kitchen
- Living Room
- Separated
- See Remarks
- Country Kitchen

### Floor:

- Wall-To-Wall Carpet
- Partially Carpeted
- Adobe
- Bamboo
- Brick
- Ceramic Tile
- Clay
- Granite
- Hardwood
- Laminated
- Linoleum
- Marble
- Parquet
- Pavers
- Slate
- Stained Concrete
- Stone/Travertine
- Terrazzo
- Vinyl Tile
- Sheet Vinyl
- Wood Laminate
- Wood Under Carpet
- Concrete Slab
- Combination Foundation
- Raised Foundation
- Foundation - Brick & Mortar Per
- Foundation - Concrete Block
- Foundation - Pillar/Post/Pier
- Foundation - Concrete Perimeter
- Foundation - Seismic Tie Down
- Foundation - Stacked Block
- Foundation - Stone & Rubble
- See Remarks

# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Interior Features (Continued)

<b>Cooking Appliances:</b> <input type="checkbox"/> Range <input type="checkbox"/> Stove <input type="checkbox"/> Convection <input type="checkbox"/> Oven <input type="checkbox"/> Double Oven <input type="checkbox"/> Built-In <input type="checkbox"/> Free Standing <input type="checkbox"/> Counter Top <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> Propane <input type="checkbox"/> None	<input type="checkbox"/> Barbecue <input type="checkbox"/> Continuous Clean Oven <input type="checkbox"/> Grill <input type="checkbox"/> Hood <input type="checkbox"/> Recirculated Exhaust Fan <input type="checkbox"/> Self Cleaning <input type="checkbox"/> Vented Exhaust Fan <input type="checkbox"/> Warmer	<b>Appliances:</b> <input type="checkbox"/> Dishwasher <input type="checkbox"/> Refrigerator <input type="checkbox"/> Freezer <input type="checkbox"/> Washer <input type="checkbox"/> Dryer <input type="checkbox"/> Garbage Disposal <input type="checkbox"/> Trash Compactor <input type="checkbox"/> Ice Maker <input type="checkbox"/> Microwave <input type="checkbox"/> Portable Dishwasher <input type="checkbox"/> Water Purifier <input type="checkbox"/> Water Line to Refrigerator <input type="checkbox"/> Energy Star Appliances <input type="checkbox"/> Electric Dryer Hook Up <input type="checkbox"/> Gas Dryer Hook Up <input type="checkbox"/> Gas/Elec Dryer Hook Up <input type="checkbox"/> Washer Hook Up <input type="checkbox"/> None	<b>Utilities:</b> <input type="checkbox"/> Cable TV <input type="checkbox"/> Cesspool <input type="checkbox"/> Electricity - Available <input type="checkbox"/> Electricity - In Street <input type="checkbox"/> Electricity - None <input type="checkbox"/> Electricity - Not Available <input type="checkbox"/> Electricity - On Bond <input type="checkbox"/> Electricity - On Property <input type="checkbox"/> Electricity - Unknown <input type="checkbox"/> Natural Gas <input type="checkbox"/> Propane <input type="checkbox"/> Septic Tank <input type="checkbox"/> Aerobic Septic <input type="checkbox"/> Applied Septic/ Sewer for Permit <input type="checkbox"/> Sewer Connected & Paid <input type="checkbox"/> Sewer Connected on Bond <input type="checkbox"/> Sewer in Street <input type="checkbox"/> Sewer In Street on Bond	<input type="checkbox"/> Sewer In Street Paid <input type="checkbox"/> Public Sewer Hookup <input type="checkbox"/> Available <input type="checkbox"/> Sewer - None <input type="checkbox"/> Sewer - Unknown <input type="checkbox"/> Telephone - In Street <input type="checkbox"/> Telephone - None <input type="checkbox"/> Telephone - On Property <input type="checkbox"/> Telephone - Other <input type="checkbox"/> Underground Utilities <input type="checkbox"/> Water District <input type="checkbox"/> Public Water <input type="checkbox"/> Private Water <input type="checkbox"/> Water Meter on Property <input type="checkbox"/> Water Storage Tank <input type="checkbox"/> Water Source See Remarks <input type="checkbox"/> Well <input type="checkbox"/> Shared Well <input type="checkbox"/> Agricultural Well <input type="checkbox"/> See Remarks	<b>220 Volt Location:</b> <input type="checkbox"/> In Garage <input type="checkbox"/> In Kitchen <input type="checkbox"/> In Laundry <input type="checkbox"/> Workshop <input type="checkbox"/> Spa <input type="checkbox"/> See Remarks <input type="checkbox"/> Throughout
---	---	---	---	--	---

## Exterior Features

<b>*Pool:</b> <input type="checkbox"/> Association <input type="checkbox"/> Community Pool <input type="checkbox"/> Private <input type="checkbox"/> Above Ground <input type="checkbox"/> In Ground <input type="checkbox"/> Indoor <input type="checkbox"/> Exercise Pool <input type="checkbox"/> Lap Pool <input type="checkbox"/> Negative Edge/ Infinity Pool <input type="checkbox"/> Roof Top <input type="checkbox"/> Waterfall <input type="checkbox"/> Diving Board <input type="checkbox"/> Fenced <input type="checkbox"/> Pool Cover <input type="checkbox"/> Saltwater <input type="checkbox"/> Filtered	<input type="checkbox"/> Heated <input type="checkbox"/> Solar Heat <input type="checkbox"/> Heated Passively <input type="checkbox"/> Heated with Electricity <input type="checkbox"/> Heated with Gas <input type="checkbox"/> Heated with Propane <input type="checkbox"/> Black Bottom <input type="checkbox"/> Fiberglass <input type="checkbox"/> Gunitite <input type="checkbox"/> Pebble <input type="checkbox"/> Tile <input type="checkbox"/> Vinyl <input type="checkbox"/> Permits <input type="checkbox"/> No Permits <input type="checkbox"/> None <input type="checkbox"/> See Remarks	<b>Spa:</b> <input type="checkbox"/> In Ground <input type="checkbox"/> Above Ground <input type="checkbox"/> Association <input type="checkbox"/> Bath Tub <input type="checkbox"/> Private <input type="checkbox"/> Fiberglass <input type="checkbox"/> Gunitite <input type="checkbox"/> Heated <input type="checkbox"/> Solar Heated <input type="checkbox"/> Vinyl <input type="checkbox"/> Permits <input type="checkbox"/> No Permits <input type="checkbox"/> None <input type="checkbox"/> See Remarks <input type="checkbox"/> Roof Top	<b>Patio:</b> <input type="checkbox"/> Brick <input type="checkbox"/> Deck <input type="checkbox"/> Porch <input type="checkbox"/> Cabana <input type="checkbox"/> Lanai <input type="checkbox"/> Wrap Around <input type="checkbox"/> Covered <input type="checkbox"/> Enclosed <input type="checkbox"/> Roof Top <input type="checkbox"/> Concrete <input type="checkbox"/> Slab <input type="checkbox"/> Stone <input type="checkbox"/> Wood <input type="checkbox"/> None <input type="checkbox"/> See Remarks <input type="checkbox"/> Patio	<input type="checkbox"/> Arizona Room <input type="checkbox"/> Enclosed Glass Porch <input type="checkbox"/> Patio Open <input type="checkbox"/> Porch - Front <input type="checkbox"/> Porch - Rear <input type="checkbox"/> Screened Patio <input type="checkbox"/> Screened Porch <input type="checkbox"/> Terrace <input type="checkbox"/> Tile <input type="checkbox"/> None <input type="checkbox"/> See Remarks	<b>Sprinklers:</b> <input type="checkbox"/> In Front <input type="checkbox"/> In Rear <input type="checkbox"/> On Side <input type="checkbox"/> Timer <input type="checkbox"/> Drip System <input type="checkbox"/> Manual <input type="checkbox"/> None	<b>Outdoors:</b> <input type="checkbox"/> Awning <input type="checkbox"/> Rain Gutters <input type="checkbox"/> Window Bars <input type="checkbox"/> Satellite Dish <input type="checkbox"/> TV Antenna <input type="checkbox"/> Exterior Security Lights <input type="checkbox"/> Airplane Hangar <input type="checkbox"/> Aviary <input type="checkbox"/> Barbecue Private <input type="checkbox"/> Barn <input type="checkbox"/> Boat Lift <input type="checkbox"/> Boat Slip <input type="checkbox"/> Boat Slipway <input type="checkbox"/> Corral <input type="checkbox"/> Dock Private <input type="checkbox"/> Pier <input type="checkbox"/> Garden <input type="checkbox"/> Gazebo <input type="checkbox"/> Greenhouse <input type="checkbox"/> Guest House <input type="checkbox"/> Guest House Attached <input type="checkbox"/> Kennel <input type="checkbox"/> Out Building <input type="checkbox"/> Sauna Private <input type="checkbox"/> Shed <input type="checkbox"/> Shop <input type="checkbox"/> Stable <input type="checkbox"/> Storage Building <input type="checkbox"/> Landscaped <input type="checkbox"/> Lawn <input type="checkbox"/> Yard <input type="checkbox"/> Sprinkler System <input type="checkbox"/> Koi Pond <input type="checkbox"/> Sport Court Private <input type="checkbox"/> Tennis Court Private
<b>*View:</b> <input type="checkbox"/> Back Bay <input type="checkbox"/> Bay <input type="checkbox"/> Bluff <input type="checkbox"/> Bridge <input type="checkbox"/> Canal <input type="checkbox"/> Canyon <input type="checkbox"/> Catalina <input type="checkbox"/> City Lights <input type="checkbox"/> Coastline <input type="checkbox"/> Courtyard <input type="checkbox"/> Creek/Stream <input type="checkbox"/> Desert <input type="checkbox"/> Golf Course <input type="checkbox"/> Harbor <input type="checkbox"/> Hills <input type="checkbox"/> Lake <input type="checkbox"/> Lake Front <input type="checkbox"/> Landmark <input type="checkbox"/> Marina <input type="checkbox"/> Meadow <input type="checkbox"/> Mountain <input type="checkbox"/> Neighborhood <input type="checkbox"/> Ocean <input type="checkbox"/> Orchard/Grove <input type="checkbox"/> Panoramic <input type="checkbox"/> Park Or Green Belt <input type="checkbox"/> Pasture <input type="checkbox"/> Peek-A-Boo <input type="checkbox"/> Pier	<input type="checkbox"/> Pond <input type="checkbox"/> Pool <input type="checkbox"/> Reservoir <input type="checkbox"/> River <input type="checkbox"/> Rocks <input type="checkbox"/> Trees/Woods <input type="checkbox"/> Valley <input type="checkbox"/> Vincent Thomas Bridge <input type="checkbox"/> Vineyard <input type="checkbox"/> Water <input type="checkbox"/> White Water <input type="checkbox"/> None <input type="checkbox"/> See Remarks	<b>Structure:</b> <input type="checkbox"/> Fixer <input type="checkbox"/> Repairs Cosmetic <input type="checkbox"/> Repairs Major <input type="checkbox"/> Turnkey <input type="checkbox"/> Additions/Alterations <input type="checkbox"/> New Construction <input type="checkbox"/> Under Construction <input type="checkbox"/> Updated/Remodeled <input type="checkbox"/> Solar Tinted Windows <input type="checkbox"/> Storm Windows <input type="checkbox"/> Building Permit <input type="checkbox"/> Termite Clearance <input type="checkbox"/> End Unit <input type="checkbox"/> Freestanding <input type="checkbox"/> No Common Walls <input type="checkbox"/> Two on a Lot <input type="checkbox"/> Custom Built <input type="checkbox"/> Open Floor Plan <input type="checkbox"/> Energy Efficient <input type="checkbox"/> Passive Solar <input type="checkbox"/> Bay Window <input type="checkbox"/> Garden Window <input type="checkbox"/> Double Pane Windows <input type="checkbox"/> Triple Pane Windows <input type="checkbox"/> Energy Star Windows	<input type="checkbox"/> Insulated Windows <input type="checkbox"/> Skylights <input type="checkbox"/> Beamed Ceilings <input type="checkbox"/> Cathedral-Vaulted Ceilings <input type="checkbox"/> High Ceilings (9 Feet+) <input type="checkbox"/> Trey Ceiling(s) <input type="checkbox"/> Two Story Ceilings <input type="checkbox"/> Disability Features <input type="checkbox"/> Pull Down Stairs to Attic <input type="checkbox"/> 2 Staircases <input type="checkbox"/> Wheelchair Access <input type="checkbox"/> Service Entrance <input type="checkbox"/> Double Door Entry <input type="checkbox"/> Energy Star Doors <input type="checkbox"/> Main Floor Bedroom <input type="checkbox"/> Main Floor Master Bedroom <input type="checkbox"/> Galley Kitchen <input type="checkbox"/> Kitchen Island <input type="checkbox"/> Kitchen Open to Family Room <input type="checkbox"/> Kitchenette <input type="checkbox"/> Pantry <input type="checkbox"/> Laundry Chute <input type="checkbox"/> Trash Chute <input type="checkbox"/> Dumbwaiter <input type="checkbox"/> Elevator	<input type="checkbox"/> Balcony <input type="checkbox"/> Living Room Balcony <input type="checkbox"/> Living Room Deck <input type="checkbox"/> Attached <input type="checkbox"/> Sunken Living Room <input type="checkbox"/> Drywall Walls <input type="checkbox"/> Fire Rated Drywall <input type="checkbox"/> Firewall(s) <input type="checkbox"/> Insulating Concrete Forms (ICF) <input type="checkbox"/> Radiant Barrier <input type="checkbox"/> Sealed Ducting <input type="checkbox"/> Cellulose Insulation <input type="checkbox"/> Blown Insulation <input type="checkbox"/> Foam Insulation <input type="checkbox"/> NES Insulation Pkg <input type="checkbox"/> TVA Insulation Pkg <input type="checkbox"/> Fiber Cement <input type="checkbox"/> Faces East <input type="checkbox"/> Faces North <input type="checkbox"/> Faces South <input type="checkbox"/> Faces West <input type="checkbox"/> See Remarks	<b>Fence:</b> <input type="checkbox"/> Blockwall <input type="checkbox"/> Brick Wall <input type="checkbox"/> Chain Link <input type="checkbox"/> Crossed Fenced <input type="checkbox"/> Glass <input type="checkbox"/> Grapestake <input type="checkbox"/> Redwood <input type="checkbox"/> Slumpstone <input type="checkbox"/> Stucco Wall <input type="checkbox"/> Vinyl <input type="checkbox"/> Wood <input type="checkbox"/> Wrought Iron <input type="checkbox"/> None <input type="checkbox"/> See Remarks <input type="checkbox"/> Barbed Wire Fence <input type="checkbox"/> Electric <input type="checkbox"/> Goat Type <input type="checkbox"/> Invisible <input type="checkbox"/> Livestock <input type="checkbox"/> Masonry <input type="checkbox"/> Partially Fenced <input type="checkbox"/> Pipe <input type="checkbox"/> Privacy Fence <input type="checkbox"/> Security <input type="checkbox"/> Split Rail Fence <input type="checkbox"/> Wire	

# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Exterior Features (Continued)

<b>Style:</b> <input type="checkbox"/> Bungalow <input type="checkbox"/> Cape Cod <input type="checkbox"/> Colonial <input type="checkbox"/> Contemporary <input type="checkbox"/> Cottage <input type="checkbox"/> Craftsman <input type="checkbox"/> English <input type="checkbox"/> French <input type="checkbox"/> Georgia <input type="checkbox"/> Log <input type="checkbox"/> Mediterranean <input type="checkbox"/> Modern <input type="checkbox"/> Ranch <input type="checkbox"/> Shotgun <input type="checkbox"/> Spanish <input type="checkbox"/> Traditional <input type="checkbox"/> Tudor <input type="checkbox"/> Victorian <input type="checkbox"/> See Remarks	<b>*Lot/Community:</b> <input type="checkbox"/> Corner Lot <input type="checkbox"/> Cul-De-Sac <input type="checkbox"/> Secluded <input type="checkbox"/> Rural <input type="checkbox"/> Suburban <input type="checkbox"/> Urban <input type="checkbox"/> Sidewalks <input type="checkbox"/> Street Lighting <input type="checkbox"/> Curbs <input type="checkbox"/> Gutters <input type="checkbox"/> Storm Drains <input type="checkbox"/> Sewer <input type="checkbox"/> Well <input type="checkbox"/> Utilities - Overhead <input type="checkbox"/> Misting System <input type="checkbox"/> Includes Dock <input type="checkbox"/> Lot-Level/Flat <input type="checkbox"/> Gentle Slope <input type="checkbox"/> Rolling Slope <input type="checkbox"/> Steep Slope <input type="checkbox"/> Up Slope from Street <input type="checkbox"/> Down Slope from Street <input type="checkbox"/> Level with Street <input type="checkbox"/> Front Yard <input type="checkbox"/> Back Yard <input type="checkbox"/> No Landscaping <input type="checkbox"/> Lot Shape-Flag <input type="checkbox"/> Lot Shape-Irregular <input type="checkbox"/> Lot Shape-Rectangular	<input type="checkbox"/> Corners Established <input type="checkbox"/> Fenced <input type="checkbox"/> Automatic Gate <input type="checkbox"/> Card/Code Access <input type="checkbox"/> Gated Community <input type="checkbox"/> Gated With Guard <input type="checkbox"/> Guarded <input type="checkbox"/> 24 Hour Security <input type="checkbox"/> Resident Manager <input type="checkbox"/> Horse Property <input type="checkbox"/> Horse Property Improved <input type="checkbox"/> Horse Property Unimproved <input type="checkbox"/> Horse Trails <input type="checkbox"/> Riding/Stables <input type="checkbox"/> Ranch <input type="checkbox"/> Agricultural <input type="checkbox"/> Agricultural - Dairy <input type="checkbox"/> Agricultural - Other <input type="checkbox"/> Agricultural - Row/Crop <input type="checkbox"/> Agricultural - Tree/Orchard <input type="checkbox"/> Agricultural - Vine/Vineyard <input type="checkbox"/> Zero Lot Line <input type="checkbox"/> Patio Home <input type="checkbox"/> Planned Unit Development <input type="checkbox"/> Military Land <input type="checkbox"/> Preserve/Public Land <input type="checkbox"/> Tear Down <input type="checkbox"/> Value In Land <input type="checkbox"/> Percolate <input type="checkbox"/> Near Public Transit	<input type="checkbox"/> Access Road Maintained <input type="checkbox"/> Access Road Not Maintained <input type="checkbox"/> Access is Seasonal <input type="checkbox"/> Access Road Paved <input type="checkbox"/> Access Road Unpaved <input type="checkbox"/> Access via City Streets <input type="checkbox"/> Access via County Road <input type="checkbox"/> Access via Country Road <input type="checkbox"/> Access via Highway <input type="checkbox"/> Private Road <input type="checkbox"/> Paved Street <input type="checkbox"/> Gravel Street <input type="checkbox"/> Alley Access <input type="checkbox"/> Alley Paved <input type="checkbox"/> Bay Front <input type="checkbox"/> Beach Access <input type="checkbox"/> Beach Front <input type="checkbox"/> BLM/National Forest <input type="checkbox"/> Bluff Front <input type="checkbox"/> Canal <input type="checkbox"/> Close to Clubhouse <input type="checkbox"/> Creek/Stream on Lot <input type="checkbox"/> Desert Back <input type="checkbox"/> Desert Front <input type="checkbox"/> Fishing <input type="checkbox"/> Foothills <input type="checkbox"/> On Golf Course <input type="checkbox"/> Greenbelt <input type="checkbox"/> Hunting <input type="checkbox"/> Lagoon Front	<input type="checkbox"/> Lake on Lot <input type="checkbox"/> Lake Rights <input type="checkbox"/> On Lake Front <input type="checkbox"/> Mountainous <input type="checkbox"/> Marina <input type="checkbox"/> Ocean Access <input type="checkbox"/> Ocean Front <input type="checkbox"/> Ocean Side of Freeway <input type="checkbox"/> Ocean Side of Highway 1 <input type="checkbox"/> Park Nearby <input type="checkbox"/> Pasture <input type="checkbox"/> Pond on Lot <input type="checkbox"/> Ravine <input type="checkbox"/> Reservoir <input type="checkbox"/> River Front <input type="checkbox"/> Rocks <input type="checkbox"/> Seawall <input type="checkbox"/> Stream <input type="checkbox"/> Treed Lot <input type="checkbox"/> Valley <input type="checkbox"/> Walkstreet <input type="checkbox"/> Waterfront <input type="checkbox"/> On Navigable Water <input type="checkbox"/> Lot 6500-9999 <input type="checkbox"/> Lot 10000-19999 Sqft <input type="checkbox"/> Lot 20000-39999 Sqft <input type="checkbox"/> Lot Over 40000 Sqft
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<b>Exterior Construction:</b> <input type="checkbox"/> Adobe <input type="checkbox"/> Shingle <input type="checkbox"/> Aluminum <input type="checkbox"/> Asbestos <input type="checkbox"/> Asphalt <input type="checkbox"/> Block <input type="checkbox"/> Combination <input type="checkbox"/> Brick <input type="checkbox"/> Cement Board	<input type="checkbox"/> Clapboard <input type="checkbox"/> Concrete <input type="checkbox"/> Fiber Cement <input type="checkbox"/> Fiberglass <input type="checkbox"/> Flagstone <input type="checkbox"/> Frame <input type="checkbox"/> Glass <input type="checkbox"/> Hardboard <input type="checkbox"/> Hardee Plank	<input type="checkbox"/> Lap <input type="checkbox"/> Log <input type="checkbox"/> Plaster <input type="checkbox"/> Rammed Earth <input type="checkbox"/> Redwood <input type="checkbox"/> Siding <input type="checkbox"/> Slump Block <input type="checkbox"/> Steel <input type="checkbox"/> Stone	<input type="checkbox"/> Stucco <input type="checkbox"/> Synthetic <input type="checkbox"/> Veneer <input type="checkbox"/> Vertical Siding <input type="checkbox"/> Vinyl <input type="checkbox"/> Wood <input type="checkbox"/> Unknown <input type="checkbox"/> None <input type="checkbox"/> See Remarks	<b>Roofing:</b> <input type="checkbox"/> Asphalt <input type="checkbox"/> Clay <input type="checkbox"/> Common Roof <input type="checkbox"/> Composition <input type="checkbox"/> Concrete <input type="checkbox"/> Fire Retardant <input type="checkbox"/> Gravel <input type="checkbox"/> Metal <input type="checkbox"/> Roll	<input type="checkbox"/> Shake <input type="checkbox"/> Shingle <input type="checkbox"/> Slate <input type="checkbox"/> Spanish Tile <input type="checkbox"/> Stone <input type="checkbox"/> Synthetic <input type="checkbox"/> Tar <input type="checkbox"/> Tile <input type="checkbox"/> Wood	<input type="checkbox"/> Asbestos Shingle <input type="checkbox"/> Bahama <input type="checkbox"/> Barrel Tile <input type="checkbox"/> Bitumen <input type="checkbox"/> Bituthene <input type="checkbox"/> Copper <input type="checkbox"/> Elastomeric <input type="checkbox"/> Flat Tile <input type="checkbox"/> Foam	<input type="checkbox"/> Mansard <input type="checkbox"/> Green/Living <input type="checkbox"/> Reflective <input type="checkbox"/> TPO Membrane <input type="checkbox"/> Flat Roof <input type="checkbox"/> Ridge Vents <input type="checkbox"/> See Remarks
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<b>Legal:</b> <input type="checkbox"/> Homeowners Association <input type="checkbox"/> CC And R's <input type="checkbox"/> Moratorium <input type="checkbox"/> Mineral Rights <input type="checkbox"/> Oil Rights <input type="checkbox"/> Water Rights <input type="checkbox"/> No Lake Rights <input type="checkbox"/> Conditional Use Permit <input type="checkbox"/> Easements <input type="checkbox"/> Coastal Zone	<input type="checkbox"/> Flood Zone <input type="checkbox"/> Slide Zone <input type="checkbox"/> Special Study Area <input type="checkbox"/> Historical <input type="checkbox"/> Manufactured Homes Allowed <input type="checkbox"/> Redevelopment Area <input type="checkbox"/> Home Warranty <input type="checkbox"/> Principal is RE Licensed <input type="checkbox"/> Incorporated	<input type="checkbox"/> Unincorporated <input type="checkbox"/> 3rd Party Rights <input type="checkbox"/> Bankruptcy <input type="checkbox"/> Beach Rights <input type="checkbox"/> Cautions Call Agent <input type="checkbox"/> City Inspection Required <input type="checkbox"/> Coastal Commission Restrictions <input type="checkbox"/> Earthquake Insurance Available <input type="checkbox"/> Environmental Restrictions	<input type="checkbox"/> Exclusions Call Agent <input type="checkbox"/> LA/Owner Related <input type="checkbox"/> Listing Broker Advantage <input type="checkbox"/> Methane Gas <input type="checkbox"/> Open Space Restrictions <input type="checkbox"/> Pet Restrictions <input type="checkbox"/> Private Transfer Taxes <input type="checkbox"/> Property Report <input type="checkbox"/> Rent Control <input type="checkbox"/> Seismic Hazard	<input type="checkbox"/> Seller Will Pay Sec. 1 Termite <input type="checkbox"/> Soils Analysis Septic <input type="checkbox"/> Subject to Estate Ruling <input type="checkbox"/> Tenants in Common - DRE Pink <input type="checkbox"/> Tenants in Common - DRE White <input type="checkbox"/> Trust/Conservatorship <input type="checkbox"/> Well Log Available
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**Garage and Parking:**

Garaged Att/Det:  Attached  Detached      # Parking Spaces: \_\_\_\_\_      # of Remotes: \_\_\_\_\_

\*# Garage Spaces: \_\_\_\_\_      # Carport Spaces: \_\_\_\_\_      RV Access Dimensions: \_\_\_\_\_

<b>Parking:</b> <input type="checkbox"/> Assigned <input type="checkbox"/> Unassigned <input type="checkbox"/> Boat <input type="checkbox"/> Built-In Storage <input type="checkbox"/> Carport <input type="checkbox"/> Carport Attached <input type="checkbox"/> Carport Detached <input type="checkbox"/> Community Garage <input type="checkbox"/> Controlled Entrance <input type="checkbox"/> Converted Garage <input type="checkbox"/> Covered Parking <input type="checkbox"/> Uncovered	<input type="checkbox"/> Deck <input type="checkbox"/> Driveway <input type="checkbox"/> No Driveway <input type="checkbox"/> Shared Driveway <input type="checkbox"/> Circular Driveway <input type="checkbox"/> Auto Driveway Gate <input type="checkbox"/> Driveway - Asphalt <input type="checkbox"/> Driveway - Brick <input type="checkbox"/> Driveway - Combination <input type="checkbox"/> Driveway - Concrete <input type="checkbox"/> Driveway - Gravel <input type="checkbox"/> Driveway - Pavers	<input type="checkbox"/> Driveway - unpaved <input type="checkbox"/> Garage <input type="checkbox"/> Direct Garage Access <input type="checkbox"/> Heated Garage <input type="checkbox"/> Golf Cart Garage <input type="checkbox"/> Garage - Front Entry <input type="checkbox"/> Garage - Rear Entry <input type="checkbox"/> Garage - Side Entry <input type="checkbox"/> Garage - Single Door <input type="checkbox"/> Garage - Three Door <input type="checkbox"/> Garage - Two Door <input type="checkbox"/> Garage Door Opener	<input type="checkbox"/> Gated <input type="checkbox"/> Guarded <input type="checkbox"/> Guest <input type="checkbox"/> Metered <input type="checkbox"/> On Site <input type="checkbox"/> Off Site <input type="checkbox"/> Oversized <input type="checkbox"/> Parking Space <input type="checkbox"/> Permit/Decal <input type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Pull-through	<input type="checkbox"/> Porte-Cochere <input type="checkbox"/> RV Access/Parking <input type="checkbox"/> RV Covered <input type="checkbox"/> RV Garage <input type="checkbox"/> RV Gated <input type="checkbox"/> RV Hook-Ups <input type="checkbox"/> RV Potential <input type="checkbox"/> Side by Side <input type="checkbox"/> Street <input type="checkbox"/> Off Street <input type="checkbox"/> Structure <input type="checkbox"/> Subterranean	<input type="checkbox"/> Tandem <input type="checkbox"/> Valet <input type="checkbox"/> Workshop <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> See Remarks
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# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Land & Terms

<b>Land Information:</b>				<b>Association:</b>	
<b>*Lot Number:</b>	<b>Elevation:</b>	<b>Number of Units:</b>		<b>**Association Dues 1: \$</b>	
<b>Block Number:</b>	<b>Zone:</b>	<b>Model Name:</b>		<b>**Association Dues Frequency:</b> <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly	
<b>Lot Dimensions:</b>	<b>Tract Number:</b>	<b>Model Code:</b>		<b>Association Dues 2: \$</b>	
<b>**Community/Complex (Builder's Tract) Name:</b>				<b>Association Name:</b>	
<b>Make:</b>	<b>*Assessments:</b>			<b>Association Phone:</b>	
	<input type="checkbox"/> Special Assessments	<input type="checkbox"/> Sewer Bonds			
	<input type="checkbox"/> Mello-Roos	<input type="checkbox"/> Unknown			
	<input type="checkbox"/> Sewer Assessments	<input type="checkbox"/> None			
<b>Well Depth:</b>	<b>Well Gallons/Min:</b>	<b>Well Pump HP:</b>	<b>Well Report:</b>	<b>Association Phone Ext:</b>	
			<input type="checkbox"/> Yes		
			<input type="checkbox"/> No		

<b>Association Amenities:</b>					
<input type="checkbox"/> Pool	<input type="checkbox"/> Bocce Ball Court	<input type="checkbox"/> Storage Area	<input type="checkbox"/> On Site Security Paid	<input type="checkbox"/> Call for Rules	
<input type="checkbox"/> Spa	<input type="checkbox"/> Sport Court	<input type="checkbox"/> Common RV Parking	<input type="checkbox"/> Sewer Paid	<input type="checkbox"/> Onsite Property Management	
<input type="checkbox"/> Sauna	<input type="checkbox"/> Other Courts	<input type="checkbox"/> Kennel	<input type="checkbox"/> Trash Paid	<input type="checkbox"/> Guard	
<input type="checkbox"/> Fire Pit	<input type="checkbox"/> Biking Trails	<input type="checkbox"/> Alarm System Paid	<input type="checkbox"/> Utilities Paid	<input type="checkbox"/> Security	
<input type="checkbox"/> Barbecue	<input type="checkbox"/> Hiking Trails	<input type="checkbox"/> Building and Grounds Paid	<input type="checkbox"/> Water and Sewer Paid	<input type="checkbox"/> Controlled Access	
<input type="checkbox"/> Outdoor Cooking Area	<input type="checkbox"/> Horse Trails	<input type="checkbox"/> Cable TV Paid	<input type="checkbox"/> Water Paid	<input type="checkbox"/> Maid Service	
<input type="checkbox"/> Picnic Area	<input type="checkbox"/> Jogging Track	<input type="checkbox"/> Clubhouse Paid	<input type="checkbox"/> Dues Paid Annually	<input type="checkbox"/> Hot Water	
<input type="checkbox"/> Playground	<input type="checkbox"/> Gym/Ex Room	<input type="checkbox"/> Concierge Paid	<input type="checkbox"/> Dues Paid Monthly	<input type="checkbox"/> Other	
<input type="checkbox"/> Dock	<input type="checkbox"/> Club House	<input type="checkbox"/> Earthquake Insurance Paid	<input type="checkbox"/> Dues Paid Quarterly		
<input type="checkbox"/> Pier	<input type="checkbox"/> Billiard Room	<input type="checkbox"/> Gas Paid	<input type="checkbox"/> Dues Paid Semi-Annually		
<input type="checkbox"/> Boathouse	<input type="checkbox"/> Card Room	<input type="checkbox"/> Electricity Paid	<input type="checkbox"/> Pet Rules		
<input type="checkbox"/> Golf	<input type="checkbox"/> Banquet Facilities	<input type="checkbox"/> Insurance Paid	<input type="checkbox"/> Pets Not Permitted		
<input type="checkbox"/> Tennis	<input type="checkbox"/> Recreational Multipurpose Room	<input type="checkbox"/> Maintenance Paid	<input type="checkbox"/> Pets Permitted		
<input type="checkbox"/> Paddle Tennis	<input type="checkbox"/> Meeting Room		<input type="checkbox"/> Permitted Types		
<input type="checkbox"/> Racquetball Court			<input type="checkbox"/> Weight Limit		

<b>Lease/Fees:</b>		<b>School Information:</b>	
<b>* Land Fee/ Lease:</b>		<b>School District:</b>	
<input type="checkbox"/> Fee <input type="checkbox"/> Lease			
<b>Date of Land Lease Renew:</b>	<b>Date of Land Lease Renew:</b>	<b>High School:</b>	
____/____/____	____/____/____		
<b>Land Lease Amount:</b>	<b>Land Lease Transfer Fee:</b>	<b>Junior High/ Middle School:</b>	
\$ _____	\$ _____		
<b>Land Lease Purchase:</b>		<b>Elementary School:</b>	
<input type="checkbox"/> Yes <input type="checkbox"/> No			

<b>Financial:</b>					
<b>Possession:</b>		<b>*Listing Terms:</b>			
<input type="checkbox"/> Close Of Escrow	<input type="checkbox"/> Submit	<input type="checkbox"/> Contract	<input type="checkbox"/> Government Loan	<input type="checkbox"/> Relocation Property	<input type="checkbox"/> VA No Loan
<input type="checkbox"/> Close Plus 1	<input type="checkbox"/> Cash	<input type="checkbox"/> Conventional	<input type="checkbox"/> Land Use Fee	<input type="checkbox"/> Subject To Court	<input type="checkbox"/> VA No No Loan
<input type="checkbox"/> Close Plus 2	<input type="checkbox"/> Cash To Existing Loan	<input type="checkbox"/> Exchange	<input type="checkbox"/> Lease Option	<input type="checkbox"/> Subject To Other	
<input type="checkbox"/> Close Plus 3	<input type="checkbox"/> Cash To New Loan	<input type="checkbox"/> Existing Bonds	<input type="checkbox"/> Lien Release	<input type="checkbox"/> Subordinate	
<input type="checkbox"/> Close Plus	<input type="checkbox"/> All Inclusive Trust Deed	<input type="checkbox"/> FHA Loan	<input type="checkbox"/> Owner Survey	<input type="checkbox"/> Trade	
<input type="checkbox"/> Negotiable	<input type="checkbox"/> Assumable	<input type="checkbox"/> Fannie Mae	<input type="checkbox"/> Owner May Carry	<input type="checkbox"/> Trust Conveyance	
<input type="checkbox"/> See Remarks	<input type="checkbox"/> Cal Vet Loan	<input type="checkbox"/> Freddie Mac	<input type="checkbox"/> Owner Will Carry	<input type="checkbox"/> VA Loan	

<b>Serial and License:</b>		
<b>Serial (U):</b>	<b>DOH1:</b>	<b>Insignia/License1</b>
_____	_____	_____
<b>Serial (X):</b>	<b>DOH2:</b>	<b>Insignia/License2</b>
_____	_____	_____
<b>Serial (XX):</b>	<b>DOH3:</b>	<b>Insignia/License3</b>
_____	_____	_____

# Residential

# CRMLS Matrix Listing Input Form

Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Office & MLS

### Listing Information:

<b>*Selling Office Compensation:</b> _____	<b>*Selling Office Compensation Type:</b> <input type="checkbox"/> \$ <input type="checkbox"/> % <input type="checkbox"/> See Remarks \$ <input type="checkbox"/> See Remarks %	<b>*Dual/Variable Rate of Commission:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
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Selling Office Comp Remarks: \_\_\_\_\_

<b>*Date of Listing:</b> ____/____/____	<b>*Date of Expiration:</b> ____/____/____	<b>*Service Type:</b> <input type="checkbox"/> Full Service <input type="checkbox"/> Limited Service <input type="checkbox"/> Entry Only
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<b>Sign On Property:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*Listing Type:</b> <input type="checkbox"/> Exclusive Right To Sell <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> Exclusive Right With Exception <input type="checkbox"/> Probate <input type="checkbox"/> Open Listing
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### Showing Contact Information:

<b>Showing Contact Type:</b> <input type="checkbox"/> Occupant <input type="checkbox"/> Agent <input type="checkbox"/> Owner	<b>Showing Name:</b> _____
<b>Showing Phone:</b> (____) _____ - _____ <b>Ext.</b> _____	

### Occupant Information:

**\*\*Occupant Type:**  Owner  Tenant **Owner's Name:** \_\_\_\_\_

### Showing Information:

<b>*Showing Instructions:</b> <input type="checkbox"/> Appointment Only <input type="checkbox"/> Call First <input type="checkbox"/> Call Listing Agent <input type="checkbox"/> Call Listing Office <input type="checkbox"/> Call Occupant <input type="checkbox"/> Do Not Contact Occupants <input type="checkbox"/> Drive By Only <input type="checkbox"/> Gate Pass <input type="checkbox"/> Go Direct	<input type="checkbox"/> Key Box <input type="checkbox"/> Key In Listing Office <input type="checkbox"/> Restricted Access <input type="checkbox"/> See Remarks <input type="checkbox"/> Subject To Inspection <input type="checkbox"/> 24-Hour Notice <input type="checkbox"/> 48-Hour Notice <input type="checkbox"/> Accepted Offer <input type="checkbox"/> Agent or Owner to be Present	<input type="checkbox"/> Vacant <input type="checkbox"/> Alarm on Property <input type="checkbox"/> Animal/Pets on Property <input type="checkbox"/> Auction <input type="checkbox"/> BEWARE OF DOG <input type="checkbox"/> Call Owner <input type="checkbox"/> Day Sleeper <input type="checkbox"/> Listing Agent Accompanies <input type="checkbox"/> Registration Required	<b>*Key Safe Location:</b> <input type="checkbox"/> Front Door <input type="checkbox"/> Front Gate <input type="checkbox"/> Gas Meter <input type="checkbox"/> Garage Door <input type="checkbox"/> Rear Door <input type="checkbox"/> Side Door <input type="checkbox"/> Side Gate <input type="checkbox"/> Sign Post <input type="checkbox"/> Vault <input type="checkbox"/> Water Pipe	<input type="checkbox"/> Call Listing Agent <input type="checkbox"/> Call Listing Office <input type="checkbox"/> No Key Safe <input type="checkbox"/> See Remarks	<b>*Key Safe Description:</b> <input type="checkbox"/> Combo-See Remarks <input type="checkbox"/> Multacc <input type="checkbox"/> Risco <input type="checkbox"/> SentiLock <input type="checkbox"/> Supra iBox <input type="checkbox"/> No Key Safe <input type="checkbox"/> Call Listing Office <input type="checkbox"/> See Remarks
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**Key Safe Serial #:** \_\_\_\_\_

### Contact Information:

<b>Other Phone Description:</b> _____	<b>Other Phone Number:</b> (____) _____ - _____ <b>Ext.</b> _____
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**Preferred Order of Contact:** Select up to 6 contact options using the numbers 1 to 6 to specify the order.

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

**Agent Remarks:**  
\_\_\_\_\_  
\_\_\_\_\_

### MLS:

<b>Ad Number:</b> _____	<b>Before selecting "No" on any of the below options written authorization from the seller is required.</b>				
<b>Listing Paid:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Broker Loaded:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*Send Listing to Internet:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*Send Address to Internet:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*VOW Allow Blog:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>*VOW Allow AVM:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No

### Agent Information:

<b>*Listing Agent Public ID:</b> _____	<b>Co-Listing Agent Public ID:</b> _____
<b>*Required Email Contact:</b> _____	

<b>Listing Agent:</b>		<b>Co-Listing Agent:</b>	
Agent Direct Office Phone/Ext: _____	Agent Cell Phone: _____	Co-Agent Direct Office Phone/Ext: _____	Co-Agent Cell Phone: _____
Agent Home Phone/Ext: _____	Agent Fax: _____	Co-Agent Home Phone/Ext: _____	Co-Agent Fax: _____
Agent Toll Free Phone/Ext: _____	Agent Pager: _____	Co-Agent Toll Free Phone/Ext: _____	Co-Agent Pager: _____
Agent Voicemail/Ext: _____	Agent Car Phone: _____	Co-Agent Voicemail/Ext: _____	Co-Agent Car Phone: _____
Agent Email: _____		Co-Agent Email: _____	

<b>Office Name:</b> _____	<b>Office ID:</b> _____	<b>Office Phone:</b> _____	<b>Office Fax:</b> _____
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Required fields are denoted with a red asterisk (\*). Conditional Required fields are denoted with a double red asterisk (\*\*).

## Green Features

### Certification:

NOTE: It is highly recommended that any representation of certification be accompanied by an upload of the certification documents into the Supplements for this listing. Supplements may be uploaded along with photos after the initial listing input is completed. If you select a Building Certification the Certifying Organization, Rating and Year Certified will be required. If you do not see a specific Certification in this list, please contact Customer Service with the name and contact information for the Certification you would like added.

#### Building Certification:

- LEED for Homes
- LEED for Neighborhood Development
- Energy Start
- Home Energy Rating Service (HERS)
- Home Energy Rating Service (HERS) Phase II
- National Green Building Standard (NGBS)
- NAHB Model Green Home Building Guidelines (GBG)
- Green Point Rated (Built it Green)
- California Green Builder
- Enterprise Green Communities
- Living Building Challenge
- EPA Water Sense
- EPA Indoor airPLUS
- Energy Performance Score (EPS)

#### \*\*Certifying Organization:

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#### \*\*Certification Rating/Score:

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#### \*\*Year Certified:

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### Marketing Features:

The following features are designed to speak to the laymen who may be less knowledgeable about the specific features described in our regular feature fields. i.e. TVA Insulation Package versus Energy Efficient Insulation. Any use of these fields should accompany documentation or information when questioned by a potential buyer.

#### Energy Efficient:

- Construction
- Insulation
- Windows
- Doors
- Roofing
- Exposure/Shade
- Appliances
- HVAC
- Thermostat/Controllers
- Water Heater
- Electrical/Lighting
- Incentives & Offers

#### Energy Generation:

- Solar
- Wind
- Geothermal

#### Sustainability (Constructed with) :

- Recycled Materials
- Renewable Materials
- Recyclable Materials
- Biodegradable Materials
- Conserving Materials/Methods

#### Water Conservation:

- Landscaping
- Flow Control
- Reclamation

#### WalkScore:

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<http://www.WalkScore.com>

# Residential

# CRMLS Matrix Listing Input Form

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## Open House

### Open House #1:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

### Open House #2:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

### Open House #3:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

### Open House #4:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

### Open House #5:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

### Open House #6:

Showing Agent ID: \_\_\_\_\_ Date: \_\_\_\_\_ Time: \_\_\_\_\_ AM / PM to \_\_\_\_\_ AM / PM

Type:  Brokers  Public  Office/Company      Attended:  Seller  Attended  Unattended      Refreshments: \_\_\_\_\_      Drawings:  Yes  No

Comments: \_\_\_\_\_

**“ The Information contained above is furnished for the sole benefit of Participants of CRMLS. All Information is intended as representative but is not guaranteed to be accurate.”**

\_\_\_\_\_  
**\*Agent Signature**      Date

\_\_\_\_\_  
**\*Seller's Signature**      Date

\_\_\_\_\_  
**\*\*Broker/Participant's Signature**      Date

\_\_\_\_\_  
**\*Seller's Signature**      Date