

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 Land
- Mobile Home Commercial Commercial Lease Business Opportunity

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

Lockbox Rental Fee: \$100.00 – refund of \$75 when lockbox is returned.

Open House Fee: First Open House listing – FREE; \$10 for each additional

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

Please select payment option of your choice:

- Check MasterCard Visa

Card Number: _____ - _____ - _____ - _____ Expiration Date: ____/____
3 Digit V-Code: _____ (found on the back of the 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.

Please return this completed form to our office, attention: Julie Alves, Email: juliealves@lcaor.com, or Fax: (707) 263.9310

Signed: _____ Date: _____
Listing Agent

Residential

CRMLS Matrix Listing Input Forms

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

Property

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"/> Mail | <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:

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

*Bedrooms: _____ *Baths:Full : _____ *Baths:3/4: _____ *Baths:1/2 : _____ *Baths:1/4: _____

Square Foot Structure:

- _____
- | | |
|--|---|
| <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 |

Lot Square Footage:

- _____
- | | |
|--|---|
| <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 |

Basement Square Foot Structure:

- _____
- | | |
|---|--------------------------------------|
| <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 |

Acres:

- _____
- | | |
|---|--------------------------------------|
| <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:

- Ground Level Entry with Steps
 Ground Level Entry no Steps
 Ground Level Living Room Entry
 Mid Level Entry Penthouse Entry
 Top Level Entry Elevator Entry
 Main Level Entry Other Entry

Listing

Property Description: The Property Description shall be used to describe the property. All text must be entered in the English language ONLY. The following are not allowed to appear in Property Desc.: Gate/Alarm Codes, Lock box Combo, FSBO, Vacant, Open House, E-mail Addresses, Web site Addresses, Phone Numbers, Agent, assistant, co-list or owner names, any language that violates Fair Housing/HUD guidelines. max 1000 characters)

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 address, e-mail addresses or advertising other than about the property, No messages or solicitation of any kind. (<http://www.google.com>). _____

List Price Excludes: _____

List Price Includes: _____

Residential

CRMLS Matrix Listing Input Forms

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

Interior Features

*Fireplace:

- Bath
- Bonus Room
- Dining Room
- Den
- 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
- Wall Window
- Evaporative
- Heat Pump
- Humidity Pump
- Whole House Fan
- Electric
- Gas
- Energy Star
- High Efficiency
- SEER Rated 13-15
- SEER Rated 16+
- Zoned
- 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
- In Carport
- In Closet
- On Upper Level
- Outside
- None
- See Remarks

Interior:

- Low Flow Shower
- Low Flow Toilet(s)
- Bathtub
- Shower
- Shower in Tub
- Furnished
- Partially Furnished
- Unfurnished
- Recessed Lighting
- Track Lighting
- Chair Railings
- Coffered Ceiling(s)
- Crown Mouldings
- Suspended Ceiling(s)
- Wainscoting
- 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

*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
- Country Kitchen
- Dining Ell
- Family Kitchen
- Family Room
- Formal Dining Room
- In Kitchen
- Living Room
- Separated
- See Remarks

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

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Features

Interior Features: (Continued From Page 2)

Cooking Appliances:

- Range
- Stove
- Convection
- Oven
- Double Oven
- Built-In
- Free Standing
- Counter Top
- Electric
- Gas
- Propane
- None

Appliances:

- Barbecue
- Continuous Clean Oven
- Grill
- Hood
- Recirculated Exhaust Fan
- Self Cleaning
- Vented Exhaust Fan
- Warmer
- Humidity Control
- Dishwasher
- Refrigerator
- Freezer
- Washer
- Dryer
- Garbage Disposal
- Trash Compactor
- Ice Maker
- Microwave
- Portable Dishwasher
- Water Purifier
- Water Line to Refrigerator
- Energy Star Appliances
- Electric Dryer Hook Up
- Gas Dryer Hook Up
- Gas/Elec Dryer Hook Up
- Washer Hookup
- None

Utilities:

- Cable TV
- Cesspool
- Electricity - Available
- Electricity - In Street
- Electricity - None
- Electricity - Not Available
- Electricity - On Bond
- Electricity - On Property
- Electricity - Unknown
- Natural Gas
- Propane
- Septic Tank
- Aerobic Septic
- Applied Septic/ Sewer for Permit
- Sewer Connected & Paid
- Sewer Connected on Bond
- Sewer in Street
- Sewer In Street on Bond
- Sewer In Street Paid
- Public Sewer Hookup
- Sewer- None
- Sewer- Unkown
- Telephone - In Street
- Telephone - None
- Telephone - On Property
- Telephone - Other
- Underground Utilities
- Water District
- Private Water
- Public Water
- Water Meter on Property
- Water Storage Tank
- Water Source See Remarks
- Well
- Shared Well

220 Volt Location:

- In Garage
- In Kitchen
- In Laundry
- Throughout
- Workshop
- Spa
- See Remarks

Exterior Features

Exterior Features: (Continued On Page 4)

*Pool:

- Association
- Community Pool
- Private
- Above Ground
- In Ground
- Indoor
- Exercise Pool
- Lap Pool
- Negative Edge
- Infinity Pool
- Roof Top
- Waterfall
- Diving Board
- Fenced
- Pool Cover
- Saltwater
- Filtered
- Heated
- Solar Heat
- Heated Passively
- Heated with Electricity
- Heated with Gas
- Heated with Propane
- Black Bottom
- Fiberglass
- Gunite
- Pebble
- Tile
- Vinyl
- Permits
- No Permits
- None
- See Remarks

Spa:

- In Ground
- Above Ground
- Association
- Roof Top
- Bath Tub
- Private
- Fiberglass
- Gunite
- Heated
- Solar Heated
- Vinyl
- Permits
- No Permits

Patio:

- Brick
- Deck
- Porch
- Cabana
- Lanai
- Wrap Around
- Covered
- Enclosed
- Roof Top
- Concrete
- Slab
- Stone
- Wood
- Patio
- Arizona Room
- Enclosed Glass Porch

- Patio Open
- Porch - Front
- Porch - Rear
- Screened Patio
- Screened Porch
- Terrace
- Tile
- None
- See Remarks

Sprinklers:

- In Front
- In Rear
- On Side
- Manual
- Timer
- Drip System
- None

Outdoors:

- Awning
- Rain Gutters
- Window Bars
- Satellite Dish
- TV Antenna
- Exterior Security Lights
- Airplane Hangar
- Aviary
- Barbecue Private

*View:

- Back Bay
- Bay
- Bluff
- Bridge
- Canal
- Canyon
- Catalina
- City Lights
- Coastline
- Courtyard
- Creek/Stream
- Desert
- Golf Course
- Harbor
- Hills
- Lake
- Lake Front
- Landmark
- Marina
- Meadow
- Mountain
- Neighborhood
- Ocean
- Orchard/Grove
- Panoramic
- Park or Green Belt
- Pasture
- Peek-A-Boo
- Pier
- Pond
- Pool
- Reservoir
- River
- Rocks
- Trees/Woods
- Valley
- Vincent Thomas
- Bridge
- Vineyard
- Water
- White Water
- None
- See Remarks

Structure:

- Fixer
- Repairs Cosmetic
- Repairs Major
- Turnkey
- Additions/Alterations
- New Construction
- Under Construction
- Updated/ Remodeled
- Solar Tinted Windows
- Storm Windows
- Building Permit
- Termite Clearance
- End Unit
- Freestanding
- No Common Walls
- Two on a Lot
- Custom Built
- Open Floor Plan
- Expando
- Energy Efficient
- Passive Solar
- Bay Window
- Garden Window
- Double Pane Windows
- Triple Pane Windows
- Energy Star Windows
- Insulated Windows
- Skylights
- Beamed Ceilings
- Cathedral-Valuted Ceilings
- High Ceilings (9 Feet+)
- Trey Ceiling(s)
- Two Story Ceilings
- Disability Features
- Pull Down Stairs to Attic
- 2 Staircases
- Wheelchair Access
- Service Entrance
- Double Door Entry
- Energy Star Doors
- Main Floor Bedroom
- Main Floor Master Bedroom
- Galley Kitchen
- Kitchen Island
- Kitchen Open to Family Room
- Kitchenette
- Pantry
- Laundry Chute
- Trash Chute
- Dumbwaiter
- Elevator
- Balcony
- Living Room Balcony
- Living Room Deck Attached

Fence:

- Sunken Living Room
- Drywall Walls
- Fire Rated Drywall
- Firewall(s)
- Insulating Concrete Forms (ICF)
- Radiant Burner
- Sealed Ducting
- Cellulose Insulation
- Blown Insulation
- Foam Insulation
- NES Insulation Pkg
- TVA Insulation Pkg
- Fiber Cement
- Updated/Remodeled
- Faces East
- Faces North
- Faces South
- Faces West
- See Remarks
- Barbed Wire
- Block Wall
- Brick Wall
- Chain Link
- Crossed Fenced
- Electric
- Fence
- Glass
- Goat Type
- Grapestake
- Invisible
- Livestock
- Masonry
- Partially
- Pipe
- Privacy Fence
- Redwood
- Slumpstone
- Split Rail Fence
- Stucco Wall
- Vinyl
- Security
- Wire
- Wood
- Wrought Iron
- None
- See Remarks
- Barn
- Boat Lift
- Boat Slip
- Boat Slipway
- Corral
- Dock Private
- Pier
- Garden
- Gazebo
- Greenhouse
- Guest House
- Guest House Attached
- Kennel
- Out Building
- Sauna Private
- Shed
- Shop
- Stable
- Storage Buidling
- Landscaped
- Lawn
- Lightening
- Yard
- Sprinkler System
- Koi Pond
- Sport Court Private
- Tennis Court Private

Residential

CRMLS Matrix Listing Input Forms

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Features

Exterior Features: (Continued From Page 3)

Style:		*Lot/Community:	
<input type="checkbox"/> Bungalow	<input type="checkbox"/> Corner Lot	<input type="checkbox"/> Corners Established	<input type="checkbox"/> Access Road Maintained
<input type="checkbox"/> Cape Cod	<input type="checkbox"/> Cul-De-Sac	<input type="checkbox"/> Fenced	<input type="checkbox"/> Access Road Not Maintained
<input type="checkbox"/> Colonial	<input type="checkbox"/> Secluded	<input type="checkbox"/> Card/Code Access	<input type="checkbox"/> Access is Seasonal
<input type="checkbox"/> Contemporary	<input type="checkbox"/> Rural	<input type="checkbox"/> Gated Community	<input type="checkbox"/> Access Road Paved
<input type="checkbox"/> Cottage	<input type="checkbox"/> Suburban	<input type="checkbox"/> Gated With Guard	<input type="checkbox"/> Access Road Unpaved
<input type="checkbox"/> Craftsman	<input type="checkbox"/> Urban	<input type="checkbox"/> 24 Hour Security	<input type="checkbox"/> Access via City Streets
<input type="checkbox"/> English	<input type="checkbox"/> Sidewalks	<input type="checkbox"/> Guarded	<input type="checkbox"/> Access via County Road
<input type="checkbox"/> French	<input type="checkbox"/> Street Lighting	<input type="checkbox"/> Resident Manager	<input type="checkbox"/> Access via Country Road
<input type="checkbox"/> Georgia	<input type="checkbox"/> Curbs	<input type="checkbox"/> Horse Property	<input type="checkbox"/> Access via Highway
<input type="checkbox"/> Log	<input type="checkbox"/> Gutters	<input type="checkbox"/> Horse Property Improved	<input type="checkbox"/> Private Road
<input type="checkbox"/> Mediterranean	<input type="checkbox"/> Storm Drains	<input type="checkbox"/> Horse Property Unimproved	<input type="checkbox"/> Paved Street
<input type="checkbox"/> Modern	<input type="checkbox"/> Sewer	<input type="checkbox"/> Horse Trails	<input type="checkbox"/> Gravel Street
<input type="checkbox"/> Ranch	<input type="checkbox"/> Well	<input type="checkbox"/> Riding/Stables	<input type="checkbox"/> Alley Access
<input type="checkbox"/> Shotgun	<input type="checkbox"/> Utilities - Overhead	<input type="checkbox"/> Ranch	<input type="checkbox"/> Alley Paved
<input type="checkbox"/> Spanish	<input type="checkbox"/> Misting System	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Bay Front
<input type="checkbox"/> Traditional	<input type="checkbox"/> Includes Dock	<input type="checkbox"/> Agricultural - Dairy	<input type="checkbox"/> Beach Access
<input type="checkbox"/> Tudor	<input type="checkbox"/> Lot-Level/Flat	<input type="checkbox"/> Agricultural - Other	<input type="checkbox"/> Beach Front
<input type="checkbox"/> Victorian	<input type="checkbox"/> Gentle Slope	<input type="checkbox"/> Agricultural - Row/Crop	<input type="checkbox"/> BLM/National Forest
<input type="checkbox"/> See Remarks	<input type="checkbox"/> Rolling Slope	<input type="checkbox"/> Agricultural - Tree/Orchard	<input type="checkbox"/> Bluff Front
	<input type="checkbox"/> Steep Slope	<input type="checkbox"/> Agricultural - Vine/Vineyard	<input type="checkbox"/> Canal
	<input type="checkbox"/> Up Slope from Street	<input type="checkbox"/> Zero Lot Line	<input type="checkbox"/> Close to Clubhouse
	<input type="checkbox"/> Down Slope from Street	<input type="checkbox"/> Patio Home	<input type="checkbox"/> Creek/Stream on Lot
	<input type="checkbox"/> Level with Street	<input type="checkbox"/> Planned Unit Development	<input type="checkbox"/> Desert Back
	<input type="checkbox"/> Front Yard	<input type="checkbox"/> Military Land	<input type="checkbox"/> Desert Front
	<input type="checkbox"/> Back Yard	<input type="checkbox"/> Preserve/Public Land	<input type="checkbox"/> Fishing
	<input type="checkbox"/> No Landscaping	<input type="checkbox"/> Tear Down	<input type="checkbox"/> Foothills
	<input type="checkbox"/> Lot Shape-Flag	<input type="checkbox"/> Value In Land	<input type="checkbox"/> On Golf Course
	<input type="checkbox"/> Lot Shape-Irregular	<input type="checkbox"/> Percolate	<input type="checkbox"/> Greenbelt
	<input type="checkbox"/> Lot Shape-Rectangular	<input type="checkbox"/> Near Public Transit	<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"/> Trees 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

Exterior Construction:			Roofing:			
<input type="checkbox"/> Combination	<input type="checkbox"/> Clapboard	<input type="checkbox"/> Lap	<input type="checkbox"/> Synthetic	<input type="checkbox"/> Asphalt	<input type="checkbox"/> Roll	<input type="checkbox"/> Wood
<input type="checkbox"/> Adobe	<input type="checkbox"/> Combination	<input type="checkbox"/> Log	<input type="checkbox"/> Veneer	<input type="checkbox"/> Clay	<input type="checkbox"/> Shake	<input type="checkbox"/> Asbestos Shingle
<input type="checkbox"/> Alcan	<input type="checkbox"/> Concrete	<input type="checkbox"/> Plaster	<input type="checkbox"/> Vertical Siding	<input type="checkbox"/> Common Roof	<input type="checkbox"/> Shingle	<input type="checkbox"/> Bahama
<input type="checkbox"/> Shingle	<input type="checkbox"/> Fiber Cement	<input type="checkbox"/> Rammed Earth	<input type="checkbox"/> Vinyl	<input type="checkbox"/> Composition	<input type="checkbox"/> Slate	<input type="checkbox"/> Barrel Tile
<input type="checkbox"/> Aluminum	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Redwood	<input type="checkbox"/> Wood	<input type="checkbox"/> Concrete	<input type="checkbox"/> Spanish Tile	<input type="checkbox"/> Bitumen
<input type="checkbox"/> Asbestos	<input type="checkbox"/> Flagstone	<input type="checkbox"/> Siding	<input type="checkbox"/> Unknown	<input type="checkbox"/> Fire Retardant	<input type="checkbox"/> Stone	<input type="checkbox"/> Bituthene
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Frame	<input type="checkbox"/> Slump Block	<input type="checkbox"/> None	<input type="checkbox"/> Flat Roof	<input type="checkbox"/> Synthetic	<input type="checkbox"/> Copper
<input type="checkbox"/> Block	<input type="checkbox"/> Glass	<input type="checkbox"/> Steel	<input type="checkbox"/> See Remarks	<input type="checkbox"/> Gravel	<input type="checkbox"/> Tar	<input type="checkbox"/> Elastomeric
<input type="checkbox"/> Brick	<input type="checkbox"/> Hardboard	<input type="checkbox"/> Stone		<input type="checkbox"/> Metal	<input type="checkbox"/> Tile	<input type="checkbox"/> Flat Tile
<input type="checkbox"/> Cement Board	<input type="checkbox"/> Hardee Plank	<input type="checkbox"/> Stucco				
						<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

Legal:		
<input type="checkbox"/> Homeowners Association	<input type="checkbox"/> Flood Zone	<input type="checkbox"/> Incorporated
<input type="checkbox"/> CC And R's	<input type="checkbox"/> Slide Zone	<input type="checkbox"/> Unincorporated
<input type="checkbox"/> Moratorium	<input type="checkbox"/> Special Study Area	<input type="checkbox"/> 3rd Party Rights
<input type="checkbox"/> Mineral Rights	<input type="checkbox"/> Historical	<input type="checkbox"/> Bankruptcy
<input type="checkbox"/> Oil Rights	<input type="checkbox"/> Manufactured Homes	<input type="checkbox"/> Beach Rights
<input type="checkbox"/> Water Rights	<input type="checkbox"/> Allowed	<input type="checkbox"/> Cautions Call Agent
<input type="checkbox"/> No Lake Rights	<input type="checkbox"/> Redevelopment Area	<input type="checkbox"/> City Inspection Required
<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Home Warranty	<input type="checkbox"/> Coastal Commission Restrictions
<input type="checkbox"/> Easements	<input type="checkbox"/> Principal is RE Licensed	<input type="checkbox"/> Earthquake Insurance Available
<input type="checkbox"/> Coastal Zone		<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"/> Soil 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

Garage and Parking:

Garaged Att/Det: Attached Detached **# Parking Spaces:** _____ **# of Remotes:** _____

***# Garage Spaces:** _____ **# Carport Spaces:** _____ **RV Access Dimensions:** _____

Parking:		
<input type="checkbox"/> Assigned	<input type="checkbox"/> No Driveway	<input type="checkbox"/> Garage - Front Entry
<input type="checkbox"/> Unassigned	<input type="checkbox"/> Shared Driveway	<input type="checkbox"/> Garage - Rear Entry
<input type="checkbox"/> Boat	<input type="checkbox"/> Circular Driveway	<input type="checkbox"/> Garage - Side Entry
<input type="checkbox"/> Built-In Storage	<input type="checkbox"/> Auto Driveway Gate	<input type="checkbox"/> Garage - Single Entry
<input type="checkbox"/> Carport	<input type="checkbox"/> Driveway - Asphalt	<input type="checkbox"/> Garage - Three Door
<input type="checkbox"/> Carport Attached	<input type="checkbox"/> Driveway - Brick	<input type="checkbox"/> Garage - Two Door
<input type="checkbox"/> Carport Detached	<input type="checkbox"/> Driveway - Combination	<input type="checkbox"/> Garage Door Opener
<input type="checkbox"/> Community Garage	<input type="checkbox"/> Driveway - Concrete	<input type="checkbox"/> Gated
<input type="checkbox"/> Street	<input type="checkbox"/> Driveway - Gravel	<input type="checkbox"/> Guarded
<input type="checkbox"/> Parking Space	<input type="checkbox"/> Driveway - Pavers	<input type="checkbox"/> Guest
<input type="checkbox"/> Controlled Entrance	<input type="checkbox"/> Driveway - UnPaved	<input type="checkbox"/> Metered
<input type="checkbox"/> Converted Garage	<input type="checkbox"/> Garage	<input type="checkbox"/> On Site
<input type="checkbox"/> Covered Parking	<input type="checkbox"/> Direct Garage Access	<input type="checkbox"/> Off Site
<input type="checkbox"/> Deck	<input type="checkbox"/> Heated Garage	<input type="checkbox"/> Oversized
<input type="checkbox"/> Driveway	<input type="checkbox"/> Golf Cart Garage	<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"/> Uncovered
		<input type="checkbox"/> Workshop
		<input type="checkbox"/> None
		<input type="checkbox"/> Other
		<input type="checkbox"/> See Remarks

Residential

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Land/Terms

Land Information:

****Lot Number:** _____ **Zone:** _____ **** Number of Units:** _____

Association:

****Association Dues 1:** \$ _____

Block Number: _____ ****Legal Tract Number:** _____ **Model Name:** _____

**Association Dues Frequency:

Monthly Quarterly Yearly

Lot Dimensions: _____ **Tract Sub Code:** _____ **Model Code:** _____

Association Dues 2: \$ _____

****Community/Complex (Builder's Tract) Name:** _____ **Make:** _____

Association Name: _____

*Assessments:

- Special Assessments
- Mello-Roos
- Sewer Assessments
- Sewer Bonds
- Buyer to Assume
- Buyer to Verify
- Seller to Pay
- Unknown
- None

Association Phone: _____ Ext. _____

Well Depth: _____ **Well Gallons/Min:** _____ **Elevation:** _____

Well Pump HP: _____ **Well Report:** Yes No

Association Amenities:

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

Lease/Fees:

*** Land Fee/ Lease:** Fee Lease

School Information:

School District: _____

Date of Land Lease Renew: ____/____/____

High School: _____

Land Lease Amount: \$ _____

Junior High/ Middle School: _____

Land Lease Transfer Fee: \$ _____

Elementary School: _____

Land Lease Purchase: Yes No

Financial:

- | | | | | | |
|--|--------------------------------------|---|---|---|--|
| Possession: | <input type="checkbox"/> Negotiable | *Listing Terms: | <input type="checkbox"/> Contract | <input type="checkbox"/> Government Loan | <input type="checkbox"/> Relocation Property |
| <input type="checkbox"/> Close Of Escrow | <input type="checkbox"/> See Remarks | <input type="checkbox"/> Submit | <input type="checkbox"/> Conventional | <input type="checkbox"/> Land Use Fee | <input type="checkbox"/> Subject To Court |
| <input type="checkbox"/> Close Plus 1 | | <input type="checkbox"/> Cash | <input type="checkbox"/> Exchange | <input type="checkbox"/> Lease Option | <input type="checkbox"/> Subject To Other |
| <input type="checkbox"/> Close Plus 2 | | <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 3 | | <input type="checkbox"/> Cash To Existing Loan | <input type="checkbox"/> FHA Loan | <input type="checkbox"/> Owner Survey | <input type="checkbox"/> Trade |
| <input type="checkbox"/> Close Plus | | <input type="checkbox"/> All Inclusive Trust Deed | <input type="checkbox"/> Fannie Mae | <input type="checkbox"/> Owner May Carry | <input type="checkbox"/> Trust Conveyance |
| | | <input type="checkbox"/> Assumable | <input type="checkbox"/> Freddie Mac | <input type="checkbox"/> Owner Will Carry | <input type="checkbox"/> VA Loan |
| | | <input type="checkbox"/> Cal Vet Loan | | | |

Serial and License: (for manufacture homes only)

****Serial (U):** _____ ****DOH 1:** _____ ****License 1:** _____

Serial (X): _____ **DOH 2:** _____ **License 2:** _____

Serial (XX): _____ **DOH 3:** _____ **License 3:** _____

Residential

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Office & MLS

Listing Information:

***Selling Office Compensation:** _____ ***Selling Office Compensation Type:** \$ % See Remarks \$ See Remarks % ***Dual Variable Rate of Commission:** Yes No

Selling Office Comp Remarks: _____

***Date of Listing:** ____/____/____ ***Date of Expiration:** ____/____/____ ***Service Type:** Full Service Limited Service Entry Only

Sign On Property: Yes No ***Listing Type:** Exclusive Right To Sell Exclusive Right With Exception Net Exclusive Agency Probate Open Listing

Showing Contact Information:

Showing Contact Type: Occupant Agent Owner **Showing Name:** _____ **Showing Phone:** (____) _____ - _____ **Ext.** _____

Occupant Information:

****Occupant Type:** Owner Tenant **Owner Name:** _____

Showing Information:

*Showing Instructions:	*Key Safe Location:	*Key Safe Description:
<input type="checkbox"/> Appointment Only	<input type="checkbox"/> Front Door	<input type="checkbox"/> Supra iBox
<input type="checkbox"/> Call First	<input type="checkbox"/> Front Gate	<input type="checkbox"/> Combo-See Remarks
<input type="checkbox"/> Call Listing Agent	<input type="checkbox"/> Garage Door	<input type="checkbox"/> No Key Safe
<input type="checkbox"/> Call Listing Office	<input type="checkbox"/> Gas Meter	<input type="checkbox"/> SentiLock
<input type="checkbox"/> Call Occupant	<input type="checkbox"/> Rear Door	<input type="checkbox"/> Risco
<input type="checkbox"/> Do Not Contact Occupants	<input type="checkbox"/> Side Door	<input type="checkbox"/> Multacc
<input type="checkbox"/> Drive By Only	<input type="checkbox"/> Side Gate	<input type="checkbox"/> Call Listing Office
<input type="checkbox"/> Gate Pass	<input type="checkbox"/> Sign Post	<input type="checkbox"/> See Remarks
<input type="checkbox"/> Go Direct	<input type="checkbox"/> Vault	
<input type="checkbox"/> Key Box	<input type="checkbox"/> Water Pipe	
<input type="checkbox"/> Key In Listing Office	<input type="checkbox"/> Call Listing Office	
<input type="checkbox"/> Restricted Access	<input type="checkbox"/> Call Listing Agent	
<input type="checkbox"/> Subject To Inspection	<input type="checkbox"/> No Key Safe	
<input type="checkbox"/> Vacant	<input type="checkbox"/> See Remarks	

Other Phone Description: _____ **Other Phone Number:** (____) _____ - _____ **Ext.** _____

Contact Order: List 1-6 the priority of which you like to be contacted by.

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

Agent Remarks: _____

MLS:

Ad Number: _____ **Listing Paid:** Yes No **Broker Loaded:** Yes No

Before selecting "No" on any of the below options written authorization from the seller is required.

***Send Listing to Internet:** Yes No ***Send Address to Internet:** Yes No
***VOW Allow Blog:** Yes No ***VOW Allow AVM:** Yes No

Agent Information:

***Listing Agent Public ID:** _____ **Co-Listing Agent Public ID:** _____ ***Required Email Contact:** _____

Listing Agent:

Agent Direct Office Phone/Ext: _____ Agent Cell Phone: _____
Agent Home Phone/Ext: _____ Agent Fax: _____
Agent Toll Free Phone/Ext: _____ Agent Pager: _____
Agent Voicemail/Ext: _____ Agent Car Phone: _____
Agent Email: _____

Co-Listing Agent:

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

Office Name: _____ **Office ID:** _____ **Office Phone:** _____ **Office Fax:** _____

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
- EPA Water Sense
- EPA Indoor airPLUS
- Energy Performance Score (EPS)

**Certifying Organization:

**Certification Rating/Score:

**Year Certified:

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/

Water Conservation:

- Landscaping
- Flow Control
- Reclamation

WalkScore:

<http://www.WalkScore.com>

Residential

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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