

Detached Single Family Form

N = New Field * = Required Field

Status*

Active Under Contract Withdrawn Sold

Listing Agent Information*

Listing Agent ID*: _____ Name*: _____ Office Name*: _____
Email*: _____ Office ID*: _____
Phone*: _____ Office Phone*: _____

Co-Listing Agent Information

Co-Listing Agent ID: _____ Name: _____ Office Name: _____
Email: _____ Office ID: _____
Phone: _____ Office Phone: _____

Showing Info

Showing Phone: _____ Showing Email: _____
Showing Notes^N: _____

Coop Compensation*

Buyers Agency Compensation (\$ or %)*: _____ Listing Contract Type*:
Transaction Broker Compensation (\$ or %)*: _____ Exclusive Right
Variable Commission*: Yes No Limited Service*: Yes No Exclusive Agency
Submitted Prospect?*: Yes No Other: _____

General Info

Address

County*: _____ Tax ID*: _____
Street #*: _____ Street Dir: _____
Street Name*: _____ Street Type: _____
City*: _____ ZIP Code*: _____ Unit #N: _____ Building #N: _____

Property Info

Legal Description*: _____ Zoning*: _____ Incorporated: Yes No
Neighborhood*: _____ Complex Name^N: _____

Status & Listing Information

List Date*: _____ Expiration Date*: _____ No Showings Until^N: _____ Investor Blackout Ends^N: _____
Price Type*: List Price*: _____ Auction Auction Price^N: N/A Lowest Bid Reserve Price

Status Conditions*: Short Sale Equitable Interest Court None Known

Seller Type*: Bank/GSE Builder Corp/Trust Estate Government Individual Relo Company

Loan & Tax Information

Taxes*: _____

Tax Year*^N: _____

Senior Tax Exemption^N:
 Yes No

Financial Terms*: (6)

- | | |
|---|---|
| <input type="checkbox"/> Cash | <input type="checkbox"/> Owner Will Carry |
| <input type="checkbox"/> Conventional | <input type="checkbox"/> Private Financing |
| <input type="checkbox"/> Exchange | <input type="checkbox"/> Qualified Assumption |
| <input type="checkbox"/> FHA | <input type="checkbox"/> VA |
| <input type="checkbox"/> Lease Purchase | |

Other Financial Terms:

Internet Distribution of Listing

Allow Internet distribution of listing? Yes No

Allow Internet distribution of address?^N Yes No

Property Information (4)

- | | | | |
|--|--|--|---|
| <input type="checkbox"/> 1031 Exchange | <input type="checkbox"/> Buyers Warranty | <input type="checkbox"/> Handicap Features | <input type="checkbox"/> Quick Possession |
| <input type="checkbox"/> Agent Owner | <input type="checkbox"/> Fix-Up | <input type="checkbox"/> HUD Owned | <input type="checkbox"/> Tenant Occupied |

Partial Ownership^N

Partial Ownership^N:

- N/A
 Shared Interest
 Timeshare
 Vacation Club

Ownership^N:

- Fee Simple
 Right to Use
 Club Membership

Weeks Available^N: _____

Week Remarks^N: _____

Building

Building Information

Style*:

- Ranch - 1 Story
 Raised Ranch
 2 Story
 3+ Story
 Bi-Level
 Tri-Level
 Multilevel

Architecture:

- A-Frame
 Bungalow
 Cabin
 Chalet
 Contemporary
 Denver Square
 Mountain Contemporary
 Patio

- Other
 Rustic Contemporary
 Spanish/Southwest
 Traditional
 Tudor
 Victorian

Year Built*: _____

Anticipated Year
of Completion^N: _____

Construction Details^N:

- New Home (Completed)
 To Be Built
 Under Construction

Builder Name: _____ Model: _____

Construction & Exterior*

Construction*: (2)

- Block
 Brick
 Concrete
 Earth Berm
 Frame
 Log
 Manufactured
 Modular
 Straw Bale
 Other

Exterior Materials*: (2)

- Adobe
 Asbestos
 Brick
 Cedar Siding
 Log
 Metal Siding
 Rock
 Stucco
 Vinyl Siding
 Wood Siding
 Other

Roofing Materials*: (2)

- | | |
|--|---|
| <input type="checkbox"/> Built-Up/Tar Gravel | <input type="checkbox"/> Slate |
| <input type="checkbox"/> Cement Shake | <input type="checkbox"/> Solar Shingles |
| <input type="checkbox"/> Composition | <input type="checkbox"/> Spanish Tile |
| <input type="checkbox"/> Concrete Tile | <input type="checkbox"/> Stone-Coated Steel |
| <input type="checkbox"/> Metal | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Rolled Roofing | <input type="checkbox"/> Other |
| <input type="checkbox"/> Simulated Shake | <input type="checkbox"/> Unknown |

Green Features & Certifications

Year Certified:

HERS Rating: _____ HERS Rating Score: _____

Energy Star Qualified New Home: _____

LEED for Homes: _____ Certified Silver Gold Platinum

NAHB/ICC-700: _____ Bronze Silver Gold Emerald

Other Certifications: _____

Year Installed:

Solar PV: _____

Solar PV Kilowatts: _____

Solar Thermal: _____

Solar Thermal Type: _____

Energy/Green Features
Addendum Uploaded

Interior Info

Square Feet & Basement

SqFt Upper: _____ SqFt Other Finished^N: _____ **Basement Size*:** _____
 Full
 Partial
 None **Basement Finished:** _____
 Yes No

SqFt Main: _____ **Measurement Source:** _____ **Basement % Finished:** _____
 Appraiser Measured
 Builder
 County Records
 Floor Plans
 Listor Measured

SqFt Lower: _____ **Basement Type:** _____
 Walk-Out
 Garden Level
 Cellar

SqFt Above*: _____ **Basement Ceiling Height^N:** _____

SqFt Basement: _____ **Date Measured:** _____

SqFt Total*: _____ **Subfloor:** _____
 Crawl Space
 Slab
 Structural

SqFt Finished*: _____

HVAC

Fuel Type* (2) **Heating Type* (2)** **Cooling*^N (3)** **Other HVAC^N (3)**

Electric Baseboard Air Conditioning - Central Electronic Air Filter
 Gas Forced Air Air Conditioning - Room Humidifier
 Heat Pump/Thermal Gravity Attic Fan Solar Water Heater
 Hot Water Radiant Ceiling Fan Other (please specify) _____
 Pellet Solar Active Evaporative Cooler (Swamp) _____
 Propane Solar Passive None _____
 Solar Space Heater Other _____
 Wood Steam _____
 Stove _____
 Wall Heater _____

Fireplaces

Fireplaces: _____ **Fireplace Locations:** _____ **Fireplace Types^N:** _____

Basement Living Room Coal Insert
 Bedroom Master Bedroom Electric Pellet
 Dining Room Other Firepit Recirculator
 Family Room Outdoor Free-standing Wood
 Kitchen Rec/Bonus Room Gas/Gas Logs

Interior Features (15)

Cable Available Jack & Jill Bath Remodeled Triple Pane Windows
 Double Pane Windows Jet Action Tub Security Entrance Updated
 Eating Space/Kitchen Kitchen Island Security System Vaulted Ceiling
 Five Piece Bath Master Suite Skylights Walk-in Closets
 Fully Furnished No Stairs Smoke Free Wet Bar
 Handicap Accessible Open Floor Plan Speakers, Built-in Window Coverings
 Internet Access (Wired) Pet Free Storm Windows Work Shop (Interior)

Appliances (10)

Central Vacuum Dryer Stove/Range/Oven
 Compactor Freezer Sump Pump
 Convection Oven Microwave Oven Washer
 Cook Top Refrigerator (Kitchen) Water Purifier
 Dishwasher Refrigerator (Other) Water Softener
 Disposal Self-Cleaning Oven Wine Cooler
 Double Oven Smoke Alarm

Flooring (4)

Carpet Laminate Stone Vinyl/Linoleum
 Concrete Parquet Tile Floor Wood Floors

Rooms

Total Bedrooms*: _____ Full Baths*: _____ 3/4 Baths*: _____ 1/2 Baths*: _____ 1/4 Baths*: _____ Rough In

Detailed Room Information^N

Room Type Options: 1/2 Bath, 1/4 Bath, 3/4 Bath, Full Bath, Bedroom, Bonus/Flex Space, Dining Room, Family Room, Great Room, Kitchen, Laundry Room, Living Room, Loft, Master Bedroom, Media Room/Home Theater, Rec/Bonus Room, Study/Den, Sun Room
Floor Options: Basement, Lower, Main, Upper, Other Finished SqFt.

Room Type:	Room Dimensions:	Floor:	Description:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Site

Lot size SqFt*: _____ Lot size acres*: _____ Front Faces: _____

- | | | | | |
|---|--|--|---|--|
| Site Description^N: (6)
<input type="checkbox"/> Adjacent to Greenbelt
<input type="checkbox"/> Adjacent to Open Space
<input type="checkbox"/> Adjacent to Park
<input type="checkbox"/> Corner Lot
<input type="checkbox"/> Cul-De-Sac
<input type="checkbox"/> Gated Community
<input type="checkbox"/> Golf Community
<input type="checkbox"/> Near Public Transit
<input type="checkbox"/> On Golf Course
<input type="checkbox"/> Waterfront | Views^N:
<input type="checkbox"/> City View
<input type="checkbox"/> Golf Course View
<input type="checkbox"/> Mountain View
<input type="checkbox"/> River/Lake View

Site Type^N:
<input type="checkbox"/> Agricultural
<input type="checkbox"/> Live/Work (Mixed Use) | Primary Road^N: (1)
<input type="checkbox"/> Alley
<input type="checkbox"/> Dirt Road
<input type="checkbox"/> Easement
<input type="checkbox"/> Gravel Road
<input type="checkbox"/> Lease
<input type="checkbox"/> Paved Road | Type & Distance to Public Transit^N:
<input type="checkbox"/> Light Rail: _____

<input type="checkbox"/> Bus: _____
<input type="checkbox"/> Other: _____

Sewer:
<input type="radio"/> Community
<input type="radio"/> Public
<input type="radio"/> Septic | Water/Mineral Rights:
<input type="checkbox"/> Mineral Rights
<input type="checkbox"/> Water Rights |
|---|--|--|---|--|

Exterior Features (12)

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Balcony | <input type="checkbox"/> Fence | <input type="checkbox"/> Playground Area | <input type="checkbox"/> Tennis Court, Private |
| <input type="checkbox"/> Covered Patio | <input type="checkbox"/> Garden Area | <input type="checkbox"/> Pool, Private | <input type="checkbox"/> Utility Shed |
| <input type="checkbox"/> Covered Deck | <input type="checkbox"/> Gas Grill | <input type="checkbox"/> Professional Landscaping | <input type="checkbox"/> Water Feature |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Hot Tub/Spa | <input type="checkbox"/> Satellite Dish | <input type="checkbox"/> Yard |
| <input type="checkbox"/> Dog Run | <input type="checkbox"/> Maintenance Free Exterior | <input type="checkbox"/> Solar | |
| <input type="checkbox"/> Elevator Access | <input type="checkbox"/> Patio | <input type="checkbox"/> Sprinkler System | |

Well & Other Water

- | | | | |
|--|---|--|---|
| Water Sources: (3)
<input type="checkbox"/> Agriculture/Ditch Water
<input type="checkbox"/> Community
<input type="checkbox"/> Public
<input type="checkbox"/> Water Rights Available
<input type="checkbox"/> Well | Well Type^N: (3)
<input type="checkbox"/> Commercial
<input type="checkbox"/> Community
<input type="checkbox"/> Irrigation
<input type="checkbox"/> Not Drilled
<input type="checkbox"/> Not Operational
<input type="checkbox"/> Operational
<input type="checkbox"/> Private
<input type="checkbox"/> Sub-Area Augmentation | Permitted Well Uses^N: (3)
<input type="checkbox"/> Commercial
<input type="checkbox"/> Domestic
<input type="checkbox"/> Household - Inside Only
<input type="checkbox"/> Household with Irrigation
<input type="checkbox"/> Household with Livestock
<input type="checkbox"/> Other | Water Tap Paid ^N : <input type="radio"/> Yes <input type="radio"/> No

Water Tap Fee^N:

Issued Permit #s^N:
_____ |
|--|---|--|---|

Parking^N

- | | | | | |
|--|--|---|--|--|
| Parking Features^N: (7)
<input type="checkbox"/> 220 Volts
<input type="checkbox"/> Dry Walled
<input type="checkbox"/> Exterior Access Door | <input type="checkbox"/> Finished
<input type="checkbox"/> Floor Coating
<input type="checkbox"/> Heated | <input type="checkbox"/> Indoor RV Storage
<input type="checkbox"/> Insulated
<input type="checkbox"/> Lift | <input type="checkbox"/> Natural Light
<input type="checkbox"/> Oversized Deep
<input type="checkbox"/> Oversized Door | <input type="checkbox"/> Oversized Wide
<input type="checkbox"/> Pit
<input type="checkbox"/> Tandem |
|--|--|---|--|--|

Available Amps^N: _____

Parking & Vehicle Storage

Available Parking Types: Garage (Attached), Garage (Detached), Carport (Attached), Carport (Detached), RV, Reserved, Off-Street

Parking Type*: # of Spaces*: Length: Width: Features:

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Community Info

School Information*

School District*: _____ Middle*: _____

Elementary*: _____ High*: _____

HOA/Management Company Information

HOAs or Management Companies*^N: Yes No Multiple HOAs or Management Companies?: Yes No

HOA Type*^N: Professionally Managed, Self Managed, Voluntary

Fee Quoted: Monthly, Quarterly, Annual, Included in Property Tax, None

HOA/Management Company Continued...

Master HOA/Management Company:

2nd HOA^N:

3rd HOA^N:

Name: _____

Phone: _____

Website^N: _____

HOA Type^N: _____

Fee: _____

Fee Quoted: _____

HOA Includes (10)

- | | | | |
|---|--|------------------------------------|--|
| <input type="checkbox"/> Cable TV | <input type="checkbox"/> Exterior Maintenance with Roof | <input type="checkbox"/> Heat | <input type="checkbox"/> Snow Removal |
| <input type="checkbox"/> Clubhouse | <input type="checkbox"/> Exterior Maintenance without Roof | <input type="checkbox"/> Insurance | <input type="checkbox"/> Tennis Courts |
| <input type="checkbox"/> Community Pool | <input type="checkbox"/> Fitness Facility | <input type="checkbox"/> Internet | <input type="checkbox"/> Trash Removal |
| <input type="checkbox"/> Concierge | <input type="checkbox"/> Grounds Maintenance | <input type="checkbox"/> Sewer | <input type="checkbox"/> Water |

Restrictions & Covenants^N (5)

- | | | |
|--|---|--|
| <input type="checkbox"/> Age Restricted Covenant | <input type="checkbox"/> First Right | <input type="checkbox"/> No Covenants |
| <input type="checkbox"/> Appreciation Restrictions | <input type="checkbox"/> Income Restriction | <input type="checkbox"/> Ownership Retention |
| <input type="checkbox"/> Deed Restrictions | <input type="checkbox"/> No Animals | <input type="checkbox"/> Pet Restrictions |

Other Restrictions:

Remarks

Public Remarks* (1000 Characters): _____

Broker Remarks* (1000 Characters): _____

Directions: _____

Exclusions*: _____

Title Company^N: _____ Earnest Check To*: _____

Possession*: _____ Minimum Earnest Amount: _____

Under Contract

Under Contract Date*: _____ Accepting Backup Offers: Yes No

Contingent Approval Conditions^N: None Known Offer accepted contingent on court approval
 Buyer & Seller have signed offer waiting for lender approval Seller has unsigned offer(s) waiting for lender approval
 Offer accepted awaiting REO approval Kick-out – Contingent on home sale

Sold

Sold Price*: _____ Sold Date*: _____ Concession Amount*: _____

Sold Term*: Cash Conventional FHA Exchange Lease Purchase Owner will carry
 Qual Assumption VA Wrap Around

Buyer Broker Paid By: Buyer Listor/Seller None Other

Concessions*: None Down Payment Assistance Buyer Closing Costs/Points Paid Seller
 Cash Personal Property Other

Selling Agent ID*: _____ Selling Company ID*: _____

Broker Closing Comments: _____

Horse Facilities^N

Horse Property? Yes No
Livestock - Other Animals Allowed?^N Yes No
Horse Property Features^N: (6)
 Fenced Tack Room
 Loafing Shed Water Not Provided
 Outdoor Arena Water-Stream/Spring
 Paddocks Well Allows For
 Pasture
Outdoor Arena SqFt^N: _____
Paddocks SqFt^N: _____

Horse Facility Details^N

Horse Facility Types: Indoor Arena, Stable Features: Electrical, Heated, Heated Water, Loft, Water
Horse Facility Type: SqFt: Primary Flooring: # Stalls: Stall Flooring: Features: Description:

Outbuilding^N

Outbuildings Available?: Yes No Total # of Outbuildings^N: _____
Outbuilding Type: Barn/Storage, Workshop, Other Features: Electrical, Heated, Heated Water, Loft, Water
Outbuilding Type: SqFt: Primary Flooring: # Stalls: # of Doors & Dimensions: Features: Description:

