



\*All fields marked with an asterisk (\*) and Bold Text are required. (Lookup) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching.

**BASIC INFORMATION**

Broker ID: \_\_\_\_\_ (6) Agent ID/Name: \_\_\_\_\_

\*Area: \_\_\_\_\_ (4) (Lookup) \*MAPSCO Grid: \_\_\_\_\_ (5) \*List Price \$: \_\_\_\_\_

\*Street#: \_\_\_\_\_ Street Dir: \_\_\_\_\_ \*Street Name: \_\_\_\_\_

\*City: \_\_\_\_\_ (Lookup) \*State: \_\_\_\_\_ (2) \*ZIP+4: \_\_\_\_\_ - \_\_\_\_\_

\*County: \_\_\_\_\_ (Lookup) \*County Acct No/Ad#: \_\_\_\_\_ (25)

**GENERAL INFORMATION**

\*CB/NCB: \_\_\_\_\_ (10) N/C \*Block: \_\_\_\_\_ (5) \*Legal Desc-Lot: \_\_\_\_\_ (5)

- \*Type
- Single Family Detached (SFD)
  - Garden/Patio Home/Detchd (GPHD)
  - Manufactured (MANU)
  - Modular Home (MDHM)
  - Townhome (TWNHM)

\*Subdivision: \_\_\_\_\_ (Lookup)

\*Subd Commonly Known As ( if different): \_\_\_\_\_

\*Lengthy Legal Desc:

(If not in Bexar Co)

\*Intst/Dir:

(255)

Home Faces:  (North / East / West / South) \*Year Built: \_\_\_\_\_ (4) or  Unknown \*Recent Rehab:  (Y/N)

Square Feet: \_\_\_\_\_ (5) Source SQFT:  Appraiser (A)  Bldr Plans (B)  Appsl Dist (D)  HUD (H)

\*School District: \_\_\_\_\_ (Lookup)

\*Elem School: \_\_\_\_\_ (Lookup)

\*Middle School: \_\_\_\_\_ (Lookup)

\*High School: \_\_\_\_\_ (Lookup)

\*Construction:  New or  Pre-Owned \*Builder's Name: \_\_\_\_\_ (25)

**\*Ngrbrhd Amenities**

- Controlled Access (CNTRL)
- Waterfront Access (WTRFR)
- Pool (POOL)
- Tennis (TNNIS)
- Golf Course (GOLF)
- Clubhouse (CLBHS)
- Park/Playground (PARK)
- Jogging Trails (TRAIL)
- Sports Court (COURT)
- None (NONE)

**Accessibility**

- Ramped Entrance (RAMPD)
- Level Lot (LVLOT)
- Level Drive (LVDRV)
- Near Bus Line (NEAR)
- Hallways 42" Wide (42WID)
- Low Pile Carpet (LOWPC)
- Int Door Opening 32"+ (INTDR)
- Ext Door Opening 36"+ (EXTDR)
- No Stairs (NOSTR)
- First Floor Bath (1STBA)
- First Floor Bedroom (1STBD)
- Stall Shower (STALL)
- No Steps Down (NOSTP)
- Full Bath/Bed on 1st Fir (1STFB)
- No Carpet (NOCRPT)
- Other (OTHER)

**Miscellaneous**

- Latent Defect (LTDFC)
- Flood Plain Insurance (FPINS)
- Lender Owned (LNDOW)
- Corporate Owned (CRPOW)
- Company Relocation (CMPRE)
- Estate Sale Probate (ESTPR)
- Home Service Plan (HMSRV)
- Builder 10-Year Warranty (10YR)
- Commercial Potential (COMPT)
- M.U.D. (MUD)
- City Bus (CTYBS)
- Taxes Not Assessed (NTASD)
- Under Construction (UNDCN)
- No City Tax (NOCTY)
- Variable Rate Commission (VRCOM)
- VA Foreclosure (VAFOR)
- HUD Homes (HUD)
- Virtual Tour (VTLTR)
- Additional Bldr Warranty (ADBLD)
- Historic District (HSTDT)
- Investor Potential (INVES)
- None/Not Applicable (NONE)

**Green Certification**

- HERS Rated (HRTD)
- HERS 0-85 (H0-85)
- HERS 86-100 (H86-100)
- HERS 101+ (H100+)
- Energy star Certified (ESC)
- LEED Certified (LCRT)
- LEED Silver (LSLVR)
- LEED Gold (LGLD)
- LEED Platinum (LPLT)
- NGBP - National Green (NTGR)
- Build San Antonio Green (BSAG)

**Energy Efficiency**

- Tankless Water Heater (TWH)
- Smart Electric Meter (SEM)
- 13-15 SEER AX (SEERAX)
- 16+ SEER AC (SEERAC)
- Programmable Thermostat (PTHRM)
- 12"+ Attic Insulation (12+AI)
- Double Pane Windows (DPWIN)
- Variable Speed HVAC (VSH)
- Energy Star Appliances (ESAPP)
- Radiant Barrier (RADBAR)
- Low E Windows (LOEWIN)
- Dehumidifier (DHUM)
- 90% Efficient Furnace (EFURN)
- High Efficiency Water Heater (HEWH)
- Foam Insulation (FOAMI)
- Cellulose Insulation (CELLI)
- Storm Windows (STWIN)
- Storm Doors (STDOR)
- Ceiling Fans (CFANS)
- Wind Power (WNPW)
- Recirculating Hot Water (RHOTW)

**Green Features**

- Solar Electric System (SEC)
- Solar Hot Water (SHW)
- Geo-Thermal HVAC (GTH)
- Drought Tolerant Plants (DTP)
- Low Flow Commode (LFC)
- Low flow Fixture (LFF)
- Rain/Freeze Sensors (RFS)
- EF Irrigation Control (EFIC)
- Rain Water Catchment (RWC)
- Energy Recovery Ventilator (ERV)
- Mechanical Fresh Air (MFA)
- Enhanced Air Filtration (EAF)

The information contained herein is deemed reliable but not guaranteed.

This form must be submitted within 72 hours.

Revised 09/27/2010



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**EXTERIOR**

**\*Style**

<input type="checkbox"/> One Story (1STRY)	<input type="checkbox"/> Historic/Older (HSTRC)
<input type="checkbox"/> Two Story (2STRY)	<input type="checkbox"/> Traditional (TRDNL)
<input type="checkbox"/> 3 or More (3+)	<input type="checkbox"/> Mediterranean (MDTRN)
<input type="checkbox"/> Split Level (SPLIT)	<input type="checkbox"/> Texas Hill Country (TEXAS)
<input type="checkbox"/> Contemporary (CONT)	<input type="checkbox"/> A-Frame (A-FRM)
<input type="checkbox"/> Colonial (COLNL)	<input type="checkbox"/> Log Cabin (CABIN)
<input type="checkbox"/> Tudor (TUDOR)	<input type="checkbox"/> Victorian (VCTRN)
<input type="checkbox"/> Spanish (SPNSH)	<input type="checkbox"/> Other (OTHER)
<input type="checkbox"/> Ranch (RANCH)	

**\*Exterior**

<input type="checkbox"/> Asbestos Shingle (ASBSH)	<input type="checkbox"/> Stucco (STCCO)
<input type="checkbox"/> Brick (BRICK)	<input type="checkbox"/> Siding (SDING)
<input type="checkbox"/> 3 Sides Masonry (3SDMS)	<input type="checkbox"/> Cement Fiber (CMTFB)
<input type="checkbox"/> 4 Sides Masonry (4SDMS)	<input type="checkbox"/> Aluminum (ALUMN)
<input type="checkbox"/> Stone/Rock (STONE)	<input type="checkbox"/> Vinyl (VINYL)
<input type="checkbox"/> Wood (WOOD)	<input type="checkbox"/> Other (OTHER)

**\*Roof**

<input type="checkbox"/> Built-Up/Gravel (BLTUP)
<input type="checkbox"/> Composition (COMP)
<input type="checkbox"/> Heavy Composition (HVCMP)
<input type="checkbox"/> Metal (METAL)
<input type="checkbox"/> Wood Shingle/Shake (WDSHN)
<input type="checkbox"/> Tile (TILE)
<input type="checkbox"/> Slate (SLATE)
<input type="checkbox"/> Concrete (CONCR)
<input type="checkbox"/> Clay (CLAY)
<input type="checkbox"/> Other (OTHER)

**\*Foundation**

<input type="checkbox"/> Slab (SLAB)
<input type="checkbox"/> Cedar Post (CEDAR)
<input type="checkbox"/> Pier & Beam (PIER)
<input type="checkbox"/> Basement (BSMNT)
<input type="checkbox"/> Other (OTHER)

\* # Parking Spaces \_\_\_\_\_ (2)

**# of Stories**

<input type="checkbox"/> 1 (1)	<input type="checkbox"/> 2 (2)
<input type="checkbox"/> 1.5 (1.5)	<input type="checkbox"/> 3+ (3+)

**\*Parking**

<input type="checkbox"/> One Car Garage (1GAR)	<input type="checkbox"/> Detached (DTCHD)	<input type="checkbox"/> Street Parking Only (STONL)	<input type="checkbox"/> Oversized (OVRSZ)
<input type="checkbox"/> Two Car Garage (2GAR)	<input type="checkbox"/> Attached (ATT)	<input type="checkbox"/> Converted Garage (CNVRT)	<input type="checkbox"/> Golf Cart (GLFCT)
<input type="checkbox"/> Three or More Car Garage (3+GAR)	<input type="checkbox"/> Rear Entry (REAR)	<input type="checkbox"/> RV/Boat Parking (RVPRK)	<input type="checkbox"/> Unpaved Drive (UPDR)
<input type="checkbox"/> One Car Carport (1CAR)	<input type="checkbox"/> Side Entry (SIDE)	<input type="checkbox"/> Bus/RV Garage (RVGAR)	<input type="checkbox"/> None/Not Applicable (NONE)
<input type="checkbox"/> Two Car Carport (2CAR)	<input type="checkbox"/> Circular Drive (CRCLR)		
<input type="checkbox"/> Three or More Car Carport (3+CAR)	<input type="checkbox"/> Pad Only (Off Street) (PAD)		

\*Pool:  (Y/N)

**\*Pool/Spa**

<input type="checkbox"/> In Ground Pool (INGRN)	<input type="checkbox"/> Fenced Pool (FNCPL)
<input type="checkbox"/> Above Ground Pool (ABVGR)	<input type="checkbox"/> Enclosed Pool (ENCPL)
<input type="checkbox"/> Adjoining Pool/Spa (ADJPL)	<input type="checkbox"/> Diving Board (DVBRD)
<input type="checkbox"/> Hot Tub (HOTTB)	<input type="checkbox"/> Pools Sweep (PLSWP)
<input type="checkbox"/> Pool is Heated (PLHTD)	<input type="checkbox"/> None (NONE)
<input type="checkbox"/> Pool Solar Heated (PLSLR)	<input type="checkbox"/> Other (OTHER)

**Exterior Features**

<input type="checkbox"/> Private Tennis (PVTEN)	<input type="checkbox"/> Sprinkler System (SPSYS)	<input type="checkbox"/> Mature Trees (TREES)
<input type="checkbox"/> Patio Slab (PTSLB)	<input type="checkbox"/> Partial Sprinkler System (PRSPR)	<input type="checkbox"/> Detached Quarters (DTQTR)
<input type="checkbox"/> Covered Patio (CVPAT)	<input type="checkbox"/> Storm Windows (STRWN)	<input type="checkbox"/> Additional Dwelling (ADDDW)
<input type="checkbox"/> Bar-B-Que Pit/Grill (BBQ)	<input type="checkbox"/> Double Pane Windows (DBLPN)	<input type="checkbox"/> Horse Stalls/Barn (HORSE)
<input type="checkbox"/> Gas Grill (GRILL)	<input type="checkbox"/> Solar Screens (SOLAR)	<input type="checkbox"/> Dog Run Kennel (DGRUN)
<input type="checkbox"/> Deck/Balcony (DK/BL)	<input type="checkbox"/> Decorative Bars (DECBR)	<input type="checkbox"/> Wire Fence (WIRE)
<input type="checkbox"/> Privacy Fence (PVFNC)	<input type="checkbox"/> Storage Building/Shed (STRG)	<input type="checkbox"/> Stone/Masonry Fence (STONE)
<input type="checkbox"/> Chain Link Fence (CHLNK)	<input type="checkbox"/> Gazebo (GAZE)	<input type="checkbox"/> Outdoor Kitchen (OTKKT)
<input type="checkbox"/> Wrought Iron Fence (WRGHT)	<input type="checkbox"/> Has Gutters (GTTRS)	<input type="checkbox"/> Workshop (WKSHP)
<input type="checkbox"/> Partial Fence (PRFNC)	<input type="checkbox"/> Special Yard Lighting (SPCL)	<input type="checkbox"/> None (NONE)

\*Lot Size: \_\_\_\_\_ (25)

**Lot Description**

<input type="checkbox"/> Corner (CRNR)	<input type="checkbox"/> Bluff View (BLUFF)	<input type="checkbox"/> Irregular (IRR)	<input type="checkbox"/> 2 - 5 Acres (2-5AC)
<input type="checkbox"/> Cul-de-Sac/Dead End (CLDSC)	<input type="checkbox"/> City View (CITY)	<input type="checkbox"/> Less than 1/4 Acre (-.25A)	<input type="checkbox"/> 5 - 14 Acres (5-14A)
<input type="checkbox"/> On Golf Course (GLFCR)	<input type="checkbox"/> County View (CNTY)	<input type="checkbox"/> 1/4 - 1/2 Acre (-.5AC)	<input type="checkbox"/> 15 Acres Plus (15+A)
<input type="checkbox"/> On Waterfront (WTRFR)	<input type="checkbox"/> Water View (WATER)	<input type="checkbox"/> 1/2-1 Acre (-1AC)	<input type="checkbox"/> Zero Lot Line (ZLL)
<input type="checkbox"/> On Greenbelt (GRNBL)	<input type="checkbox"/> Horses Allowed (HORSE)	<input type="checkbox"/> 1 - 2 Acres (1-2A)	<input type="checkbox"/> Riverfront (RVRFR)
			<input type="checkbox"/> Lakefront (LAKFR)

**Lot Improvements**

<input type="checkbox"/> Street Paved (PAVED)	<input type="checkbox"/> Streetlights (STLGT)
<input type="checkbox"/> Curbs (CURBS)	<input type="checkbox"/> Alley (ALLEY)
<input type="checkbox"/> Street Gutters (STGTR)	<input type="checkbox"/> Fire Hydrant w/in 500' (FRHYD)
<input type="checkbox"/> Sidewalks (SDWLK)	

Lot Dem: \_\_\_\_\_ (25)

**INTERIOR**

**\*Interior**

<input type="checkbox"/> One Living Area (1LVAR)	<input type="checkbox"/> Two Eating Areas (2ETAR)	<input type="checkbox"/> Game Room (GAMRM)	<input type="checkbox"/> All Bedrooms Upstairs (BEDUP)	<input type="checkbox"/> Maid's Quarters (MDQTR)
<input type="checkbox"/> Two Living Areas (2LVAR)	<input type="checkbox"/> Island Kitchen (ISLKT)	<input type="checkbox"/> Media Room (MEDIA)	<input type="checkbox"/> Secondary Bedroom Down (SCBED)	<input type="checkbox"/> Pull Down Storage (PLDWN)
<input type="checkbox"/> Three Living Areas (3LVAR)	<input type="checkbox"/> Breakfast Pantry (BKfst)	<input type="checkbox"/> Shop (SHOP)	<input type="checkbox"/> 1st Floor Lvl/No Steps (1FLRL)	<input type="checkbox"/> Skylights (SKYLT)
<input type="checkbox"/> Liv/Din Combo (LDCMB)	<input type="checkbox"/> Walk-In Pantry (WLKIN)	<input type="checkbox"/> Loft (LOFT)	<input type="checkbox"/> Converted Garage (CNVGR)	<input type="checkbox"/> Cable TV Available (CABLE)
<input type="checkbox"/> Separate Dining Room (SPDIN)	<input type="checkbox"/> Study/Office (STUDY)	<input type="checkbox"/> Sauna (SAUNA)	<input type="checkbox"/> High Ceilings (HGHL)	<input type="checkbox"/> High Speed Internet (INTRN)
<input type="checkbox"/> Eat-In Kitchen (EATIN)	<input type="checkbox"/> Atrium (ATRM)	<input type="checkbox"/> Utility Room Inside (UTINS)	<input type="checkbox"/> Open Floor Plan (OPEN)	<input type="checkbox"/> Not Applicable (NA)
<input type="checkbox"/> Auxiliary Kitchen (AXKIT)	<input type="checkbox"/> Florida Room (FLARM)	<input type="checkbox"/> Utility Area in Garage (UTGAR)	<input type="checkbox"/> Guest Suite (GSUI)	<input type="checkbox"/> Other (OTH)

**\*Inclusions**

<input type="checkbox"/> Ceiling Fans (CLFNS)	<input type="checkbox"/> Built-In Oven (BIOVN)	<input type="checkbox"/> Trash Compactor (TRCMP)	<input type="checkbox"/> Security System (Leased) (SSLSD)	<input type="checkbox"/> In Wall Pest Control (PSTCN)
<input type="checkbox"/> Chandelier (CHNDL)	<input type="checkbox"/> Self-Cleaning Oven (SCOVN)	<input type="checkbox"/> Ice Maker Connection (ICMKR)	<input type="checkbox"/> Pre-Wired for Security (PRWRD)	<input type="checkbox"/> Plumb for Water Softener (PLUMB)
<input type="checkbox"/> Central Vacuum (CNTVC)	<input type="checkbox"/> Microwave Oven (MCOVN)	<input type="checkbox"/> Water Softener (owned) (SFOWN)	<input type="checkbox"/> Attic Fan (ATCFN)	<input type="checkbox"/> Smooth Cooktop (SMCK)
<input type="checkbox"/> Washer Connection (WSHCN)	<input type="checkbox"/> Stove/Ranging (STVRN)	<input type="checkbox"/> Water Softener (Leased) (SFLSD)	<input type="checkbox"/> Electric Water Heater (ELWTR)	<input type="checkbox"/> Down Draft (DNDT)
<input type="checkbox"/> Dryer Connection (DRYCN)	<input type="checkbox"/> Gas Cooking (GSCK)	<input type="checkbox"/> Wet Bar (WETBR)	<input type="checkbox"/> Gas Water Heater (GSWTR)	<input type="checkbox"/> Solid Counter Tops (SLCNT)
<input type="checkbox"/> Washer (WSHER)	<input type="checkbox"/> Gas Grill (GRILL)	<input type="checkbox"/> Vent Fan (VNTFN)	<input type="checkbox"/> Wood Stove (WDSTV)	<input type="checkbox"/> Not Applicable (NA)
<input type="checkbox"/> Dryer (DRYER)	<input type="checkbox"/> Refrigerator (REFRI)	<input type="checkbox"/> Intercam (INTCM)	<input type="checkbox"/> Satellite Dish (owned) (SATDS)	
<input type="checkbox"/> Stacked Washer/Dryer (STKWD)	<input type="checkbox"/> Disposal (DISPL)	<input type="checkbox"/> Smoke Alarm (SMKAL)	<input type="checkbox"/> Garage Door Opener (GARDR)	
<input type="checkbox"/> Cook Top (CKTOP)	<input type="checkbox"/> Dishwasher (DSHWR)	<input type="checkbox"/> Security System (Owned) (SSOWN)	<input type="checkbox"/> Whole House Fan (HSEFN)	

**\*Floor**

<input type="checkbox"/> Carpeting (CRPT)	<input type="checkbox"/> Wood (WOOD)
<input type="checkbox"/> Saltillo Tile (STILE)	<input type="checkbox"/> Vinyl (VINYL)
<input type="checkbox"/> Ceramic Tile (CTILE)	<input type="checkbox"/> Laminate (LMNAT)
<input type="checkbox"/> Marble (MRBLE)	<input type="checkbox"/> Slate (SLATE)
<input type="checkbox"/> Linoleum (LNLEM)	<input type="checkbox"/> Stained Concrete (STDCT)
<input type="checkbox"/> Parquet (PRQUT)	<input type="checkbox"/> Other (OTHER)

**# of Fireplaces**

<input type="checkbox"/> 0 (0)
<input type="checkbox"/> 1 (1)
<input type="checkbox"/> 2 (2)
<input type="checkbox"/> 3+ (3+)

**\*Fireplace**

<input type="checkbox"/> One (ONE)	<input type="checkbox"/> Gas Logs Included (LGINC)
<input type="checkbox"/> Two (TWO)	<input type="checkbox"/> Mock Fireplace (MOCK)
<input type="checkbox"/> Three+ (3+)	<input type="checkbox"/> Wood Burning (WDBRN)
<input type="checkbox"/> Living Room (LIVRM)	<input type="checkbox"/> Gas (GAS)
<input type="checkbox"/> Dining Room (DINRM)	<input type="checkbox"/> Not Applicable (NA)
<input type="checkbox"/> Family Room (FAMRM)	<input type="checkbox"/> Other (OTHER)
<input type="checkbox"/> Master Bedroom (MSTBD)	

**\*Window Coverings**

<input type="checkbox"/> All Remain (ALL)
<input type="checkbox"/> Some Remain (SOME)
<input type="checkbox"/> None Remain (NONE)

\*Bedrooms: \_\_\_\_\_ (2)

**\*Master Bedroom**

<input type="checkbox"/> Split (SPLIT)	<input type="checkbox"/> Multi-Closets (MULTI)
<input type="checkbox"/> Downstairs (DWNST)	<input type="checkbox"/> Ceiling Fan (CLFAN)
<input type="checkbox"/> Upstairs (UPSTR)	<input type="checkbox"/> Full Bath (FLBT)
<input type="checkbox"/> Outside Access (OUTAC)	<input type="checkbox"/> Half Bath (HFBT)
<input type="checkbox"/> Dual Masters (DUAL)	<input type="checkbox"/> Other (OTHER)
<input type="checkbox"/> Sitting Room (SITRM)	<input type="checkbox"/> Not Applicable/None (NA)
<input type="checkbox"/> Walk-In Closet (WLKIN)	

\*Full Baths: \_\_\_\_\_ (2)

\*Half Baths: \_\_\_\_\_ (2)

**\*Master Bath**

<input type="checkbox"/> Tub/Shower Separate (TSSEP)	<input type="checkbox"/> Double Vanity (DBLVN)
<input type="checkbox"/> Tub/Shower Combo (TSCMB)	<input type="checkbox"/> Tub has Whirlpool (TWHRL)
<input type="checkbox"/> Tub Only (TONLY)	<input type="checkbox"/> Bidet (BIDET)
<input type="checkbox"/> Shower Only (SONLY)	<input type="checkbox"/> Garden Tub (GRDTB)
<input type="checkbox"/> His & Her Baths (HS/HR)	<input type="checkbox"/> None/No Tub or shower (NT/S)
<input type="checkbox"/> Single Vanity (SNGVN)	<input type="checkbox"/> Not Applicable (NA)
<input type="checkbox"/> Separate Vanity (SEPVN)	



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\*Room Dimensions: (Round to nearest foot)

Room Name	Lth	Wth	Room Name	Lth	Wth	Room Name	Lth	Wth
Entry Room Size:	___	x	Utility Room Size:	___	x	Bedroom 4 Size	___	x
Living Room Size:	___	x	*Master Bedroom Size:	___	x	Bedroom 5 Size	___	x
Family Room Size:	___	x	*Master Bath Size:	___	x	Other Room Use:	_____	(10)
Study/Office Size:	___	x	Master Bedroom 2 Size:	___	x	Other Room Size:	___	x
*Kitchen Size:	___	x	Bedroom 2 Size:	___	x	Other Room 2 Use:	_____	(10)
Breakfast Room Size:	___	x	Bedroom 3 Size	___	x	Other Room 2 Size:	___	x
Dining Room Size:	___	x						

**UTILITIES**

<p><b>*Air Conditioning</b></p> <input type="checkbox"/> One Central (1CNTR) <input type="checkbox"/> 3+ Window/Wall (3+WND) <input type="checkbox"/> Two Central (2CNTR) <input type="checkbox"/> Heat Pump (HTPMP) <input type="checkbox"/> Three+ Central (3+CNT) <input type="checkbox"/> Zoned (ZONED) <input type="checkbox"/> One Window/Wall (1WNDW) <input type="checkbox"/> Not Applicable (NA) <input type="checkbox"/> Two Window/Wall (2WNDW) <input type="checkbox"/> Other (OTHER)	<p><b>*Heating</b></p> <input type="checkbox"/> Central (CNTRL) <input type="checkbox"/> Panel (PANEL) <input type="checkbox"/> Heat Pump (HTPMP) <input type="checkbox"/> Window Unit (WNDUN) <input type="checkbox"/> Floor Furnace (FLFRFR) <input type="checkbox"/> Other (OTHER) <input type="checkbox"/> Jet (JET) <input type="checkbox"/> None (NONE)	<p><b>*Heating Fuel</b></p> <input type="checkbox"/> Electric (ELEC) <input type="checkbox"/> Natural Gas (NTGAS) <input type="checkbox"/> Propane (PROPAN) <input type="checkbox"/> Solar (SOLAR) <input type="checkbox"/> Propane Leased (PPLNS) <input type="checkbox"/> Other (OTHER)	<p><b>*Water/Sewer</b></p> <input type="checkbox"/> Water System (WTRSY) <input type="checkbox"/> Private Well (PRVT) <input type="checkbox"/> Sewer System (SWRSY) <input type="checkbox"/> Septic (SPTIC) <input type="checkbox"/> Aerobic Septic (ARBSP) <input type="checkbox"/> Water Storage (WTRST) <input type="checkbox"/> Other (OTHER)
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**Utility Suppliers:**

Elec: \_\_\_\_\_ (12)    Water: \_\_\_\_\_ (12)    Garbage: \_\_\_\_\_ (12)  
 Gas: \_\_\_\_\_ (12)    Sewer: \_\_\_\_\_ (12)    Other: \_\_\_\_\_ (12)

**\*Taxed by Mltpl Counties:**  (Y/N)

Certified Tax Year: \_\_\_\_\_ (4)

**\*Total Tax:** \_\_\_\_\_ . \_\_\_\_\_

HOA Name: \_\_\_\_\_ (Lookup)

HOA Fee: \_\_\_\_\_ (4)

Assoc Transfer Fee: \_\_\_\_\_ (4)

**\*HOA**

 Mandatory (MAND)  
 Voluntary (VOLNT)  
 None (NONE)
 

HOA Name 2: \_\_\_\_\_ (Lookup)

HOA Fee 2: \_\_\_\_\_ (4)

Assoc Transfer Fee 2: \_\_\_\_\_ (4)

**Payment Frequency 2**

 Annually (A)  
 Monthly (M)  
 Quarterly (Q)  
 Semi-Annually (S)
 

Multiple HOA:  (Y/N)

HOA Name 3: \_\_\_\_\_ (Lookup)

HOA Fee 3: \_\_\_\_\_ (4)

Assoc Transfer Fee 3: \_\_\_\_\_ (4)

**Payment Frequency 3**

 Annually (A)  
 Monthly (M)  
 Quarterly (Q)  
 Semi-Annually (S)
 

**OFFICE/SALES**

**\*Contract**

 Exclusive Agency (EA)  
 Exclusive Right to Sell (ERS)
 

**\*Listing Date:** \_\_\_ / \_\_\_ / \_\_\_    **\*Expiration Date:** \_\_\_ / \_\_\_ / \_\_\_

**\*Proposed Terms**

 Conventional (CONV)     Buydown (BYDWN)     VA Substitution (VASUB)  
 FHA (FHA)     Wraparound (WRAP)     Release Req (RELRE)  
 VA (VA)     TX Vet (TXVET)     Investors OK (INVOK)  
 1st Seller Carry (1ST)     Cash (CASH)     Assumption w/Qualifying (W/QUA)  
 2nd Seller Carry (2ND)     Trade (TRADE)     Assumption non Qualifying (NONQU)  
 Seller Req/Qualify (SLREQ)     100% Financing (100FN)     USDA (USDA)  
 Lease Option (LSOPT)     Other (OTHER)
 

**\*Possession**

 Before Closing (BFCLS)  
 Closing/Funding (CLSFDF)  
 Specific Date (SPCDT)  
 Current Lease Agreement (CNTLS)  
 Tenant Will Vacate (TNVCT)  
 Negotiable (NEGO)  
 Not Applicable (NA)
 

**\*Ph to Show:** \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_    **\*Showing Contact:**  Agent     CSS     Office     Owner

**Occupancy**

 Vacant (VACNT)  
 Tenant (TENNT)  
 Owner (OWNER)  
 Other (OTHER)  
 Home Tender (HMTND)
 

Currently Being Leased:  (Y/N)    Lease Expiration Date: \_\_\_ / \_\_\_ / \_\_\_    or  Month to Month

**\*Owner:** \_\_\_\_\_ (30)

**\*Subagent Com:** \_\_\_\_\_ (%/\$)    **\*Buyer Agent Com:** \_\_\_\_\_ (%/\$)    **Bonus:** \_\_\_\_\_ ( (%/\$)

Variable Rate Commission:  (Y/N)



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\*Owner LREA/LREB:  (Y/N) \*Preferred Title Company: \_\_\_\_\_ (Lookup)

Potential Short Sale:  (Y/N)

Short Sale Info:  Approved for Short Sale (APRSS)  Seller has Applied (SLRAP)  Subject to 3rd Party Approval (SBJ3P)

**REMARKS** (Characters Only)

Public View Remarks: (512)

Agent Confidential Remarks: (375)

Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(We the undersigned Owners acknowledge that we have examined the above data and verify the content.)

Owners Signature: \_\_\_\_\_ Date: \_\_\_\_\_