



RESIDENTIAL LISTING INPUT SHEET

All red areas with an asterisk * are REQUIRED fields.

► Please make your selections (*red indicates required field), then select place pin on Maps.

•Property Type Residential Manufactured/Mobile Multi-Family Farm Business
 Land Commercial/Indust Opportunity

*County _____

APN Number _____

*Street# - Modifier Direction _____

North South East West

• Street Name _____

*City _____ Zip Code _____

Listing Information (* indicates required field)

Listing Approved Yes No

Staff Note (maximum 300 characters)

Property Information

Amenity Name

*Status Active Inactive

*Office _____ * Agent ID _____

Comp Listing

Co-Office ID _____ Co-Agent ID _____

*State _____

*Area _____

*County _____ *APN # _____

Address *Street # - Modifier _____ Direction _____ *Street Name _____
*City _____ Zip Code _____

*Additional APNs Yes No

*APN#2 _____

* APN#3 _____

*APN#4 _____

*APN#5 _____

*Listing Period: *Listing Date _____ Expiration Date _____

*Market Date _____

CDOM _____ Clear the CDOM field to recalculate CDOM when the form is submitted

*Listing Price _____, _____

*Original Price _____, _____

*Property Subtypes Primary	Single Family Resi	Condo	Townhouse	PUD	Multi-Dwelling
	House on Lot	Houses on Lot	Other	Rural/Residence	
	Auction				

Secondary	Single Family Resi	Condo	Townhouse	PUD	Multi-Dwelling
	House on Lot	Houses on Lot	Other	Rural/Residence	
	Auction				

*Bathrooms Full Baths _____ Half Baths _____
(*At least one bathroom field required)

*Bedrooms # _____ Total possible bedrooms _____

*Lot Size _____ (-0.0283 Acres)

*Lot Size Source Agent Appraiser Assessor Builder Estimated Seller

*Approx Sqft _____ Appraiser

*Sqft Source Appraiser Assessor Builder Estimated Seller Agent

*Year Built _____ OR New Construction

Room Information

Up to 9 entries allowed

- | | |
|--------------|--------------------|
| Basement | Den |
| Bedroom 2 | Dining Room |
| Bedroom 3 | Family/Livingroom |
| Bedroom 4 | Formal Living Room |
| Bedroom 5 | Kitchen |
| Bonus Room 1 | Primary Bedroom |
| Bonus Room 2 | Utility Room |

Primary Bedroom Dimensions	Length	Width	Level	Comment
Bedroom 2 Dimensions	Length	Width	Level	Comment
Bedroom 3 Dimensions	Length	Width	Level	Comment
Bedroom 4 Dimensions	Length	Width	Level	Comment
Bedroom 5 Dimensions	Length	Width	Level	Comment
Bonus Room 1 Dimensions	Length	Width	Level	Comment
Bonus Room 2 Dimensions	Length	Width	Level	Comment
Formal Living Room Dimensions	Length	Width	Level	Comment
Family/Living Room Dimensions	Length	Width	Level	Comment
Dining Room Dimensions	Length	Width	Level	Comment
Kitchen Dimensions	Length	Width	Level	Comment
Breakfast Room Dimensions	Length	Width	Level	Comment
Den Dimensions	Length	Width	Level	Comment
Utility Room Dimensions	Length	Width	Level	Comment
Basement	Length	Width	Level	Comment

Interior

Interior Amenities		Comment
Garage Door Opener	Surround Sound Wired	
Home Theatre	Sauna	
Intercom	Vaulted Ceiling(s)	
Jet Tub	Walk in Closet(s)	
Multi Phone Line	Walk in Shower	
Other	Wet Bar	

Appliances Included

Built in Microwave	Electric Range/Oven	Trash Compactor
Built In Refrig	Freezer	Warming Drawer
Central Vacuum	Garbage Disposal	Washer
Convection Oven	Gas Range/Oven	Water Conditioner
Cooktop	Gas Surface Unit	Water Filter
Dishwasher	Humidifier	Water Softner Owned
Double Oven	Indoor Grill	Water Softner Rntd
Downdraft	Instant Water Heater	Wine Refridgerator
Dryer	Other	
Elec Surface Unit	Range Hood	

Floors

Bamboo	LVT	Tile Floors
Carpet	Marble	Vinyl Floors
Concrete	Other	
Hardwood Floors	Pebble Flooring	
Laminate Floors	Pergo	
Linoleum Floors	Stone Floors	

*Fireplace KW No

*Fireplace Features

Comment

Circulating	Insert
Dual Sided	Masonry
Free Standing	None
Gas Log	One
Gas Starter	Pellet Stove
Heat-O-Lator/Blower	Prefab
In Family Room	Remote
In Living Room	Three or more
In Master Bedroom	Two
	Ventless Gas Heater

Heating**Comment**

Baseboards	Natural Gas
Central Dual	Pellet Stove
Electric Floor	Propane Solar
Furnace Heat	Space Heater
Pump	Wall Heater
Hydronic	Wood
Multi-Zoned	

Cooling**Comment**

13+ Steer	Gas
Attic Fan	Multi Unit
Ceiling Fan(s)	Multi-Zoned
Central	None
Dual	Other
Ductless or Split	Smart Vent
Electric Evaporative	Wall/Window Unit
Cooler	Whole House Fan

Water Heater Types**Comment**

Electric	Propane
Gas	Solar
Other	Tankless

Laundry		Comment
220V/Electric	In Garage	
Cabinets	In Kitchen	
Closet	Laundry Sink	
Community	Room	
Gas	Stackable	
In Basement	Upper Floor	
	Upper Flr Lndry Shoot	

Basement		Comment
Crawl Space	Other	
Finished Full	Partial Basement	
Basement	Slab	
None	Unfinished	

Security Features		Comment
Audio Recording Dev.		
Audio/Video Sec System		
Controlled Access Fire		
Alarm		
Fire Suppression System		
Gated		
Other		
Sec Bars w/ Quick Rs Sec		
System Prewired Sec		
System Leased		
Sec System Owned		
Sec System Rented		
Smoke Detectors Video		
Recording Dev Window		
Security Bars		

Accessibility Features

Accessible Doors
Bathroom Fixtures
Other
Stair Lift
Wheelchair Accessible
Wheelchair Accessible Shower

Accessible Elevator
Kitchen Cabinets
Ramp
Exterior Wheelchair Lift
Hand Rails

Ramp Width _____
Ramp Rise _____
Ramp Slope Ratio _____
Ramp Landings _____
Ramp Handrails _____
Ramp Firm Surface _____
Ramp Slip Resistant Surface _____

Windows

Comment

Bay Window
Dual Pane
Dual Pane Partial
Garden Windows
Screens
Single Pane

Skylight(s)
Solar Screens
Storm
Triple Pane
Vinyl
Wood

Window Treatments

Comment

All Stay
Blinds
Curtains
Drapes
None

None Stay
Rods
Shades
Shutters
Some Stay

Utilities

Utilities

Comment

220 Volts
3 Phase
440 Volts
All Electric
All Public

Natri Gas Connected
Natural Gas Avail
Other
Propane
Underground Utilities

*Solar Yes No

* Solar Comments

* Solar Power kWh _____

* Solar Ownership _____

* Total Amount Owed _____

* # of Payments Remaining _____

***Solar Options**

Comment

Up to 7 Options allowed

- | | |
|-------------------------|--------------------|
| Solar Battery in Garage | Solar Panels |
| Solar Battery Offsite | Solar Screens |
| Solar Domestic Water | Solar Tubes |
| Solar Ground | Solar Water Panels |
| Solar Heating | |

Water Source

Comment

- | | |
|----------------|-------------|
| Domestic Water | Public |
| Metered | Shared Well |
| None | Well |
| Other | |

***Well Type**

Comment

- | | |
|----------------|--------|
| Community Well | Public |
| Private Well | Shared |

Well Level _____

Well Depth _____

Well G.P.M _____

Well HP _____

Sewer

Comment

- | | |
|------------------|----------------------|
| None | RV Septic Disposal |
| Other | Septic Needed Septic |
| Public Available | Tank |
| Public Sewer | |

Association

Amenity Name

Comment

*HOA Yes No

*HOA Dues _____

*HOA Frequency _____

Association Includes

Building Maintenance	Road
Cable TV	Roof
Common Area(s)	Sewer
Electricity	Swimming Pool
Gas	Taxes
Insurance	Trash
Lawn Maintenance	Water
Rec. Facilities	

Assoc Amenities

Comment

Age Restriction	Picnic Area
Athletic Facilities	Playground
BBQ	Pool
Cable TV	Security Guard
Club House Golf	Sauna
Memberships	Spa
Gated Community	Storage
Pets Allowed	Tennis Courts

Restrictions

Comment

Age Restrictions	Other
Children	Pets
Exterior Alterations	RV's
Guests	Signs

Exterior

Exterior

Comments

Alcan	Other
Aluminum	Shingle Siding
Block	Steel
Brick	Stone Veneer
Brick Veneer	Stucco
Cement Board	Unknown
Concrete	Vinyl Siding
Fiberglass	Wood Siding
Framed	
Log	
Masonite	
Metal Siding	

Architectural Style

Comment

Cabin	Remodeled
Colonial	Retirement Community
Contemporary	Semi Custom
Cottage/Bungalow	Spanish
Custom	Townhouse
Fixer Upper	Tract
Historical/Preserve	Tudor
Mediterranean	Updated
Other	Victorian
Ranch/County	Zero Lot Line

Exterior Amenities

Comment

Atrium	Dog Run
Built in BBQ	Fire Pit
Courtyard	Gazebo
Dog Pen	Golf Course
Dog Run	
Fire Pit	

Other Structures

2 Homes on Lot	Barn	Guest House
Bar	Green House	

Horse Property

Yes

No

***Horse Amenities**

Comment

1-6 Stalls

Other

7+ Stalls

Pasture

Arena

Pasture Irrigated

Arena Covered

Pole Barn

Barn

Riding Trail

Boa Boarding Stable

Round Pen

Sta Cross Fenced

Wash Rack

Fenced

Garage Capacity**Garage Type**

Comment

Alley Access

Garage Detached

Carport Attached

None

Carport Detached

Other

Combination

Over Sized

Converted

Tandem

Garage Attached

***Pool**

Yes

No

***Spa**

Yes

No

***Pool Features**

Comment

Above Ground Pool

In-Ground Pool

Aggregate Pool

Lap Pool

Community

Other

Fenced Pool

Pebble

Fiber Optic lighting

Solar Heated

Fiberglass Pool

Vinyl

Gunitite Pool

Water Feature

Heated Pool

Waterfall

Porch/Patio**Porch/Patio Features**

Comment

Open Deck

Screened patio

Open Patio

Screened Porch

Open Porch

Sun Room

Open Stoop

Wrap Around

Other

Landscaping

Custom Concrete	Misting System
Fruit Trees	Other
Garden Area	Shade Trees
Lighting	Synthetic Lawn
Mature Landscaping	

Fencing

Comment

Block Fence	None
Brick Fence	Other
Crossed Fenced	Perimeter
Fenced	Some Fencing
Metal Fence	Wood Fence

Sprinklers

Comment

Automatic	Manual
Drip System	Other
Front	Rear

Foundation

Comment

Concrete Perimeter	Raised
Not on Foundation	Slab
Post & Pier	

Roof

Comment

Asphalt	Shake
Composition	Shingle
Fiberglass	Slate
Flat	Stone
Mansard	Synthetic
Metal	Tar & Gravel
Other	Tile
Rock	Wood
Rolled/Hot Mop	

Site Description**Comment**

Corner Lot	Park View
Cul-de-Sac	Pond Seasonal
Gated Community	Possible Split
Irregular	Ranch
Lake View	River Frontage
Level	Sloped
Lot Grade Varies	Waterfront
On Golf Course	

Road Description**Comment**

Alley Paved	None
Asphalt	Paved
Chip and Seal	Private
Concrete	Public Maintained
Dirt	See Remarks
Gravel	Unimproved
Maintenance Agrmnt	

* Submit offer by email Yes No

*Offer Email address _____

Seller will consider concessions Yes No

Listing Type _____

Service Level _____

Probate Yes No

Court Confirmation _____

Short Sale Yes No

Foreclosure Yes No

HAP (Legacy) Yes No

*HUD Yes No

*91 Day Flip Yes No

*Rule applies until _____

Owner Name _____

Occupant Name _____

Terms		Comment
1031 Exchange	Lease Purchase	
Assumption	Life Estate	
Cash	Other	
Conventional	Owner Carry	
FHA	TAS	
Lease Option	VA Loan	

Possession		Comment
At Closing	Other	
Immediate	Seller Rent Back	
Negotiable	Sub to Tenant Rights	

Warranty Program		Comment
Builder Warranty	Seller Provided	
Negotiable	Warranty Available	
Other		

Documents Provided		
Appraisal	Lead Based Paint	Seller Disclosure
Budget	Leases	Septic Inspection
Bylaws	MDR	Soil Test
CC&R's	NHD	Solar Contract
CLUE Report	Natural Hazard Disclosure	Survey
Earthquake	Other	TDS
Environmental Hazard	Pest Control Report	Termite Report
Financial Statement	Prelim Title Report	Water Potability
HOA Documents	Radon Test	Water Rights
Home Inspection	Roof Certifications	Well Inspection
House Plans	Rules & Regulations	

Special Disclosures Up to 19 entries allowed			
Access Seasonal	Flight Path	Other	Underground Tanks
Agent/Owner Related	Flood Zone	Rental Deed Restrict	Variance
Contaminated Site	Food Plain	Reports Available	Wetlands
Death on Property	Gas/Oil Wells	See Remarks/Attachments	
Easements	Leases	Special Review	
Existing Mines			

Bond Assessments**Comment****Local Assessments****Other****Mello Roos****Unknown****No****Yes****Property ADU****Amenity*****Property ADU** Yes No***Type of ADU** _____***Sqft of ADU** _____***Sqft of ADU Source** _____***ADU Parking** Yes No***ADU Separate Address** Yes No***ADU Gas Meter** Yes No***ADU Water Meter** Yes No***ADU Electric Meter** Yes No***ADU Beds** _____*** ADU Baths** _____***ADU Occupied** Yes No***ADU Attached** Yes No***ADU Kitchen** Yes No**ADU Entry Level** _____***ADU Year Built Source** _____***ADU Year Built** _____***ADU Showing Contact** _____***ADU Rented** Yes No**Showing Information*****Lock Box** Yes No***Lock Box Type**
Up to 8 entries allowed**Call Listing Office** See Remarks**Call Seller Direct** SentiLock**Combo** Supra**None****Other*****Lockbox Location**

***Showing Instructions**

Comment

Up to 9 entries allowed

- | | |
|----------------------|---------------------|
| 24 Hr. notice | Lock Box |
| Alarm | None |
| Appointment only | Not Sunday |
| Audio Recording Dev | Occupied |
| Call Agent | Other/See Remarks |
| Call first/LM/Go Dog | Restricted Hours |
| Inside | Sunset Fri./Sat. |
| Dog Outside | Text Listing Agent |
| Key in Office | Video Recording Dev |
| Listing Office | |

Remarks

***Directions to Property**

4 characters

(maximum 500)

Agent Only Remarks

4 characters

(Maximum 3000)

Mixed case required

Public/Internet

4 characters

(Maximum 3000)

Mixed case required

*Photos Provided By	Agent	Waiver@KCBOR	
*Transmit to Internet	Yes	No	
*Publish to IDX	Yes	Yes, without address	No
*Send to Zillow	Yes	No	
*Publish to VOW	Yes	No	
*Show Address on VOW	Yes	No	
*Show AVM on VOW	Yes	No	
*Show Comments on AVM	Yes	No	
*Listing Agent grants permission to share on Social Media	Yes	No	