

Condo/Co-op Property Data Section

* Required Fields

Privacy

Public/Private:* _____

Location

Street #:* _____ Street Dir: _____ Street Name:* _____

St Suffix: _____ St Dir Suffix: _____ St Type: _____

Unit #:* _____ County:* _____ Town:* _____

Zone:* _____ Zip:* _____ Sec./Area: _____

Cross St:* _____

Development:* _____ District: _____

Section: _____ Block: _____ Lot: _____ Building: _____

Tax Unit #: _____ Adult Community:* _____ Minimum Age: _____ Lot Size Units: _____

School Dist. Name:* _____

High School:* _____ Junior Middle School:* _____

Elementary School: _____

Location Desc:

- | | | |
|---|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> 6th Floor Or Higher | <input type="checkbox"/> First Floor | <input type="checkbox"/> Residential |
| <input type="checkbox"/> Basement | <input type="checkbox"/> Front | <input type="checkbox"/> Rural |
| <input type="checkbox"/> Between 3rd & 5th Floors | <input type="checkbox"/> Ground Floor | <input type="checkbox"/> Second Floor |
| <input type="checkbox"/> Center | <input type="checkbox"/> Municipal | <input type="checkbox"/> See Remarks |
| <input type="checkbox"/> End | <input type="checkbox"/> Rear | <input type="checkbox"/> Top Floor |

Location Features:

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Close to Bus | <input type="checkbox"/> Close to School | <input type="checkbox"/> Cul-De-Sac | <input type="checkbox"/> Protected Wetland |
| <input type="checkbox"/> Close to Park | <input type="checkbox"/> Close to Shops | <input type="checkbox"/> Horse Property | <input type="checkbox"/> Tot Lot |
| <input type="checkbox"/> Close to Railroad | <input type="checkbox"/> Corner Apartment | <input type="checkbox"/> Privacy | |

As a Licensed Realtor you must provide true and accurate information to the consumer, including taxes. By not doing so is a direct violation of MLS Rules, Code of Ethics and DOS regulations. Fines for violations could be up to \$15,000. A list of counties, townships and villages including contact info to verify taxes may be found under MLS/LIBOR Links on the Info Center.

Price/Dates

Price Range Listing?:* _____ Listing Price:* _____

Taxes (without exemption):* _____ Additional Village Taxes: _____

Included in Taxes:

- Sewer Trash Water

Assessed Value: _____ Additional Fee: _____

Additional Fee Desc: _____ Additional Fee Frequency: _____

HOA Fee Includes:

- Common Area Costs
- Exterior Maintenance
- Other/See Remarks
- Sewer
- Snow Removal
- Trash Collection
- Water/Sewer

Minimum Income \$: _____ Minimum Income Required: _____

Minimum Pct Down Payment: _____ Common Charges: _____

Maintenance: _____ Deductible %: _____ Heating: _____

Management: _____ Insurance: _____

Sewer:*

- Cesspool
- Community
- Municipal
- None
- Others/See Remarks
- Septic
- Septic Above Ground
- Septic Approved
- Sewer

Reserve: _____ Fees: _____ Other Fees: _____

Dates:

Listing Date:* _____ Exp Date:* _____ Finance Restrictions: _____

Characteristics

Type Ownership:* _____ Style:* _____ Model Name:* _____

Detached/Attached: _____ # Floors in Building: _____

Unit on Floor #:* _____ # Floors in Unit:* _____

Levels: _____

Rooms:* _____ Bedrooms:* _____ Baths - Full:* _____ Baths - Half:* _____

Total Rms Finished: _____

Apprx Int Square Footage: _____ Square Foot Source: _____

Fireplaces: _____ Smoking:* _____

Interior Features:

- 1st Fl Master Bedroom
- 1st Floor Bedrm
- ADA Inside
- Cathedral/Vaulted/High Ceiling
- Eat in Kitchen
- Efficiency Kitchen
- Elevator
- Exercise Room
- Floor to Ceiling Windows
- Formal Dining Room
- Foyer
- Granite Countertops
- Guest Quarters
- Hardwood Floors As Seen
- Lr/Dr
- L-Shaped Dining Room
- Marble Countertops
- Master Bath
- Pantry
- Powder Room
- Sauna/Steam Room
- Security System
- Sky Light
- Sprinkler Fire Sys
- Storage
- Walk In Closet
- Walk Out Basement
- Wall To Wall Carpet
- WD Hookup
- Wetbar
- Wood Burning Stove

Exterior/Util

New Construction:* _____ Approx Year Built:* _____ Year Built Exception: _____
Year Renovated: _____ Appearance: _____ Garbage Removal:* _____

Construction:*

- | | | |
|---|---|--|
| <input type="checkbox"/> Advanced Framing Technique | <input type="checkbox"/> Frame | <input type="checkbox"/> Manufactured |
| <input type="checkbox"/> Batt Insulation | <input type="checkbox"/> HERS | <input type="checkbox"/> Modular |
| <input type="checkbox"/> Block | <input type="checkbox"/> Insulated Concrete Forms | <input type="checkbox"/> NAHB Green-Bronze |
| <input type="checkbox"/> Blown-In Insulation | <input type="checkbox"/> LEED | <input type="checkbox"/> NAHB Green-Gold |
| <input type="checkbox"/> Brick | <input type="checkbox"/> LEED-Gold | <input type="checkbox"/> NAHB Green-Silver |
| <input type="checkbox"/> Cellulose Insulation | <input type="checkbox"/> LEED-Platinum | <input type="checkbox"/> Other/See Remarks |
| <input type="checkbox"/> Energy Star | <input type="checkbox"/> LEED-Silver | <input type="checkbox"/> Post and Beam |
| <input type="checkbox"/> Fiberglass Insulation | <input type="checkbox"/> Log | |

Siding:

- | | | | |
|-----------------------------------|---|--|--------------------------------|
| <input type="checkbox"/> Aluminum | <input type="checkbox"/> Cedar Shake | <input type="checkbox"/> Masonry | <input type="checkbox"/> T111 |
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Clap Board | <input type="checkbox"/> Other/See Remarks | <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Block | <input type="checkbox"/> Concrete Fiber Board | <input type="checkbox"/> Shingle | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Hardiplank | <input type="checkbox"/> Stone | |
| <input type="checkbox"/> Cedar | <input type="checkbox"/> Log | <input type="checkbox"/> Stucco | |

Cars/Gar Parking: _____ Parking: _____ Parking Spaces: _____
Assigned Parking Spcs: _____ Parking Charges: _____ Parking Fee: _____

Parking:*

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> 1 Car Attached | <input type="checkbox"/> Assigned | <input type="checkbox"/> Lot Parking | <input type="checkbox"/> Public Parking |
| <input type="checkbox"/> 1 Car Detached | <input type="checkbox"/> Attached | <input type="checkbox"/> No Garage | <input type="checkbox"/> Storage |
| <input type="checkbox"/> 2 Car Attached | <input type="checkbox"/> Carport | <input type="checkbox"/> No Parking | <input type="checkbox"/> Street Parking |
| <input type="checkbox"/> 2 Car Detached | <input type="checkbox"/> Common | <input type="checkbox"/> None | <input type="checkbox"/> Tandem |
| <input type="checkbox"/> 3 Car Attached | <input type="checkbox"/> Covered | <input type="checkbox"/> Off-Site Parking | <input type="checkbox"/> Unassigned |
| <input type="checkbox"/> 3 Car Detached | <input type="checkbox"/> Detached | <input type="checkbox"/> Off-Street Parking | <input type="checkbox"/> Under Home/Ground |
| <input type="checkbox"/> 4+ Car Attached | <input type="checkbox"/> Driveway | <input type="checkbox"/> Other/See Remarks | <input type="checkbox"/> Waitlist |
| <input type="checkbox"/> 4+ Car Detached | <input type="checkbox"/> Garage Parking | <input type="checkbox"/> Private Parking | |

Exterior Features:

- | | | |
|--|--|---|
| <input type="checkbox"/> Above Ground Pool | <input type="checkbox"/> Deck | <input type="checkbox"/> Patio |
| <input type="checkbox"/> ADA Access | <input type="checkbox"/> Gated Community | <input type="checkbox"/> Porch |
| <input type="checkbox"/> Balcony | <input type="checkbox"/> Heated Parking | <input type="checkbox"/> Sprinkler Lawn Sys |
| <input type="checkbox"/> Basketball Court | <input type="checkbox"/> In Ground Pool | <input type="checkbox"/> Tennis |

Lot Exposure:

- Exposure East
- Exposure North
- Exposure North East
- Exposure North West
- Exposure South
- Exposure South East
- Exposure South West
- Exposure West

Other Structures:

- Greenhouse
- Out Building
- Stable/Paddock
- Workshop

Green Features:

- Double Pane Windows
- Energy Star Dishwasher
- Energy Star Doors
- Energy Star Dryer
- Energy Star Furnace
- Energy Star Refrigerator
- Energy Star Skylight(s)
- Energy Star Stove
- Energy Star Washer
- Energy Star Water Heater
- Energy Star Windows
- Geothermal Water Heater
- Gray Water System
- Green Certified
- Insulated Doors
- Insulated Windows
- Low Flow Showers/Fixtures
- Low Flow/Dual Flush Toilet
- Programmable Thermostat
- Solar Panels
- Solar Pool Cover
- Solar Water Heater
- Storm Doors
- Tankless Water Heater
- Triple Thermo Windows
- Windmill

HERS Index Score: _____

View:

- Bridge View
- City View
- Mountain Views
- Open View
- Park View
- Scenic View
- Skyline View
- View

Waterfront Features:

- Bay
- Beach
- Beach Rights
- Bulkhead
- Canal
- Creek
- Dock/Mooring
- Harbor
- Inlet
- Lake
- Lake Association
- Lake Views
- Lake/Pond/Stream
- Lakefront
- Ocean
- Pond
- River
- River Views
- Sound
- Water Access
- Water Other
- Water View
- Waterfront

Pets Allowed:*

- All Dogs
- Call Listing Agent
- Cats
- No Dogs
- No Restrictions
- None Allowed
- Restricted Weight

Included:

- | | | |
|---|---|---|
| <input type="checkbox"/> A/C Units | <input type="checkbox"/> Flat Screen TV Bracket | <input type="checkbox"/> Second Dryer |
| <input type="checkbox"/> Air Filter System | <input type="checkbox"/> Freezer | <input type="checkbox"/> Second Freezer |
| <input type="checkbox"/> Alarm System | <input type="checkbox"/> Front Gate | <input type="checkbox"/> Second Refrigerator |
| <input type="checkbox"/> Attic Fan | <input type="checkbox"/> Garage Door Opener | <input type="checkbox"/> Second Stove |
| <input type="checkbox"/> Awning | <input type="checkbox"/> Garage Remote | <input type="checkbox"/> Second Washer |
| <input type="checkbox"/> B/I Audio/Visual Equip | <input type="checkbox"/> Gas Grill | <input type="checkbox"/> See Remarks |
| <input type="checkbox"/> B/I Shelves | <input type="checkbox"/> Gas Tank | <input type="checkbox"/> Shades/Blinds |
| <input type="checkbox"/> Basketball Hoop | <input type="checkbox"/> Generator | <input type="checkbox"/> Shed |
| <input type="checkbox"/> Bread Warmer | <input type="checkbox"/> Greenhouse | <input type="checkbox"/> Solar Panels Leased |
| <input type="checkbox"/> Ceiling Fan | <input type="checkbox"/> Hot Tub | <input type="checkbox"/> Solar Panels Owned |
| <input type="checkbox"/> Central Vacuum | <input type="checkbox"/> Humidifier | <input type="checkbox"/> Speakers Indoor |
| <input type="checkbox"/> Chandelier(s) | <input type="checkbox"/> Intercom | <input type="checkbox"/> Speakers Outdoor |
| <input type="checkbox"/> Compactor | <input type="checkbox"/> Lawn Maint Equip | <input type="checkbox"/> Stained Glass Window |
| <input type="checkbox"/> Convection Oven | <input type="checkbox"/> Light Fixtures | <input type="checkbox"/> Storm Windows |
| <input type="checkbox"/> Cook Top | <input type="checkbox"/> Low Flow fixtures | <input type="checkbox"/> TV Dish |
| <input type="checkbox"/> Craft/Table/Bench | <input type="checkbox"/> Mailbox | <input type="checkbox"/> Video Cameras |
| <input type="checkbox"/> Curtains/Drapes | <input type="checkbox"/> Microwave | <input type="checkbox"/> Wall Oven |
| <input type="checkbox"/> Dehumidifier | <input type="checkbox"/> Nanny Cam/Comp Serv | <input type="checkbox"/> Wall to Wall Carpet |
| <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Oven/Range | <input type="checkbox"/> Washer |
| <input type="checkbox"/> Disposal | <input type="checkbox"/> Pellet Stove | <input type="checkbox"/> Water Conditioner Owned |
| <input type="checkbox"/> Door Hardware | <input type="checkbox"/> Playset | <input type="checkbox"/> Water Conditioner Rented |
| <input type="checkbox"/> Dryer | <input type="checkbox"/> Pool Equip/Cover | <input type="checkbox"/> Whirlpool Tub |
| <input type="checkbox"/> Energy Star Appliance(s) | <input type="checkbox"/> Refrigerator | <input type="checkbox"/> Whole House Ent. Syst |
| <input type="checkbox"/> Entertainment Cabinets | <input type="checkbox"/> Screens | <input type="checkbox"/> Wine Cooler |
| <input type="checkbox"/> Fireplace Equip | <input type="checkbox"/> Second Dishwasher | <input type="checkbox"/> Woodburning Stove |

Heating Fuel:*

- | | | | |
|-----------------------------------|--------------------------------------|--|----------------------------------|
| <input type="checkbox"/> Coal | <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Oil Above Ground | <input type="checkbox"/> Propane |
| <input type="checkbox"/> Electric | <input type="checkbox"/> None | <input type="checkbox"/> Oil Below Ground | <input type="checkbox"/> Solar |
| <input type="checkbox"/> Kerosene | <input type="checkbox"/> Oil | <input type="checkbox"/> Other/See Remarks | <input type="checkbox"/> Wood |

Heating Type:*

- | | |
|--|---|
| <input type="checkbox"/> Base Board | <input type="checkbox"/> Heat Recovery System |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Hot Water |
| <input type="checkbox"/> Energy Star Unit(s) | <input type="checkbox"/> Hydro Air |
| <input type="checkbox"/> Forced Air | <input type="checkbox"/> None |
| <input type="checkbox"/> Geothermal | <input type="checkbox"/> Other |
| <input type="checkbox"/> Gravity Hot Air | <input type="checkbox"/> Passive Solar |
| <input type="checkbox"/> Heat Pump Air | |

A/C:*

- | | |
|--|--|
| <input type="checkbox"/> Air Purification System | <input type="checkbox"/> Individual |
| <input type="checkbox"/> Central | <input type="checkbox"/> None |
| <input type="checkbox"/> Ductless | <input type="checkbox"/> SEER Rating 12+ |
| <input type="checkbox"/> Ductwork | <input type="checkbox"/> Wall Units |
| <input type="checkbox"/> Energy Star CAC | <input type="checkbox"/> Window Units |
| <input type="checkbox"/> Energy Star Unit(s) | <input type="checkbox"/> Yes |
| <input type="checkbox"/> Geothermal | |
| <input type="checkbox"/> High Pressure System | |

Hotwater:*

- Electric Stand Alone
- Fuel Oil Stand Alone
- Gas Stand Alone
- Indirect Tank
- None
- On Demand
- See Remarks
- Solar Thermal
- Tankless Coil

Water Description:*

- Community
- Drilled Well
- Dug Well
- Municipal
- None
- Other/See Remarks
- Private
- Shared
- Spring

Utilities Included:

- Air Conditioning
- Air Conditioning Allowed
- Cable
- Electric
- Garbage Removal
- Gas
- Ground Care
- Heat
- Hot Water
- Housekeeping
- Pool Care
- Sewer
- Water

Owner/Broker

Owner:* _____ Status/Showing Phone:* _____

Listing Agent:* _____ Listing Agent Phone#: _____

Co-Listing Agent: _____ Co-Listing Agent Phone#: _____

Seller Agency Compensation:* _____ Buyer Agency Compensation:* _____

Broker Agency Compensation:* _____

Agreement Type:* _____ Negotiate Direct:* _____ Offer Presentation:* _____

Occupancy: _____ Management Ph#: _____

Show Instructions: _____

Lockbox: _____ Access for Showing: _____ Owner Financing: _____

Renting Allowed: _____

Remarks/Misc

Broker Remarks (Info for Realtors):

Directions:*

Property Desc is for description only. No name, PH#, refer to agent, office, status, etc.

Public Remarks (Info for consumers):

Also For Rent:* _____ Rental Price: _____ Approval Required: _____

Excluded:

- | | | |
|---|--|--|
| <input type="checkbox"/> A/C Units | <input type="checkbox"/> Front Gate | <input type="checkbox"/> Second Freezer |
| <input type="checkbox"/> Air Filter | <input type="checkbox"/> Garage Door Opener | <input type="checkbox"/> Second Refrigerator |
| <input type="checkbox"/> Alarm System | <input type="checkbox"/> Garage Remote | <input type="checkbox"/> Second Stove |
| <input type="checkbox"/> Awnings | <input type="checkbox"/> Gas Tank | <input type="checkbox"/> Second Washer |
| <input type="checkbox"/> B/I Audio/Visual Equip | <input type="checkbox"/> Generator | <input type="checkbox"/> See Remarks |
| <input type="checkbox"/> B/I Shelves | <input type="checkbox"/> Greenhouse | <input type="checkbox"/> Selected Light Fixtures |
| <input type="checkbox"/> Basketball Hoop | <input type="checkbox"/> Grill | <input type="checkbox"/> Selected Plantings |
| <input type="checkbox"/> Bread Warmer | <input type="checkbox"/> Hot Tub | <input type="checkbox"/> Selected Window Treatment |
| <input type="checkbox"/> Ceiling Fan | <input type="checkbox"/> Humidifier | <input type="checkbox"/> Shades/Blinds |
| <input type="checkbox"/> Chandelier(s) | <input type="checkbox"/> Intercom | <input type="checkbox"/> Shed |
| <input type="checkbox"/> Compactor | <input type="checkbox"/> Lap Pool | <input type="checkbox"/> Speakers Indoor |
| <input type="checkbox"/> Convection Oven | <input type="checkbox"/> Lawn Maint Equip | <input type="checkbox"/> Speakers Outdoor |
| <input type="checkbox"/> Craft/Table/Bench | <input type="checkbox"/> Mailbox | <input type="checkbox"/> Stained Glass Window |
| <input type="checkbox"/> Curtains/Drapes | <input type="checkbox"/> Microwave Oven | <input type="checkbox"/> Storm Windows |
| <input type="checkbox"/> Dehumidifier | <input type="checkbox"/> Nanny Cam/Comp Serv | <input type="checkbox"/> TV Dish |
| <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Pellet Stove | <input type="checkbox"/> Video Cameras |
| <input type="checkbox"/> Disposal | <input type="checkbox"/> Playset | <input type="checkbox"/> Wall To Wall Carpet |
| <input type="checkbox"/> Door Hardware | <input type="checkbox"/> Pool Above Ground | <input type="checkbox"/> Washer |
| <input type="checkbox"/> Dryer | <input type="checkbox"/> Pool Equip/Cover | <input type="checkbox"/> Water Conditioner |
| <input type="checkbox"/> Entertainment Cabinets | <input type="checkbox"/> Refrigerator | <input type="checkbox"/> Water Softner |
| <input type="checkbox"/> Fireplace Equipment | <input type="checkbox"/> Screens | <input type="checkbox"/> Whole House Ent. Syst |
| <input type="checkbox"/> Flat Screen TV Bracket | <input type="checkbox"/> Second Dishwasher | <input type="checkbox"/> Wine Cooler |
| <input type="checkbox"/> Freezer | <input type="checkbox"/> Second Dryer | <input type="checkbox"/> Wood Stove |

Modifications/Exclusions:*

- | | |
|---|---|
| <input type="checkbox"/> M1 Buyer Exclusions | <input type="checkbox"/> M7 Insufficiency of Funds |
| <input type="checkbox"/> M2 Agent Exclusions | <input type="checkbox"/> M7A Litigation Policy |
| <input type="checkbox"/> M3 IAW | <input type="checkbox"/> M7B Litigation Policy |
| <input type="checkbox"/> M4 Commission Modification | <input type="checkbox"/> M8 Short Sale Notification |
| <input type="checkbox"/> M6 Disclosure of Ownership | <input type="checkbox"/> None |

Supersedes:* _____ Supersedes ML#: _____ REO:* _____

Auction Listing: _____ Auction Terms Sale Listing: _____ Contract Vendee Listing: _____

Max Finance%: _____ Flip Tax: _____ Flip Tax Amount: _____

Pres. Board/Mge. Agent: _____ Mge. Agent Ph. #: _____

Bylaws Attached: _____ Do you want to display the address on the internet:* _____

Send Listing to Realtor.com: _____

Open House

Type: _____

Date: _____

Begin: _____

End: _____

Refreshments: _____

Description:

By signing this Property Data Form, Owner(s) acknowledges that Owner(s) read the form in its entirety and affirms to the best of their knowledge, recollection, or ability that the information contained therein is true and accurate as of the date Owner(s) signs the form. Should Owner(s) acquire knowledge which changes any of the information contained on this form, Owner(s) must immediately notify Listing Broker of such changes in writing.

By: _____
(Owner)

_____ (Owner)

_____ (Date)