

Single Family Data Entry Form

* = Required Data Entry

Listing Number _____



ADDRESS PAGE

*Street Number _____ *Street Name _____

Select Street Type

- Avenue Blvd Circle Court Drive Highway Lane Other Path
 Place Road Route Square Street Way

*City/Town _____ *County _____

*Village _____ *Zip Code _____ Subdivision _____

Street Description

- Public Private Paved Unpaved Town Maintained Assn Maintained Private Maintained
 Cul-de-Sac Dead End St. Paper Road

LISTING PAGE

*Listing Type

- Exclusive Right to Sell Exclusive Agency

*List Price _____ *Owners Name _____ *Listing Office _____

*Listing Agent _____ *List Date _____ *Expiration Date _____

*Sub Agent Comm. _____ %/\$ *Buyer Agent Comm. _____ %/\$ *Dis. Dual Agent Comm. _____ %/\$

*Showing Instructions

- Temp Unavailable Appointment Only Call Listing Office Go Direct Leave Card/Sign
 Pet (remarks) Tenant Yard Sign Electric Lock Box Lock Box

GENERAL PAGE

*Zoning _____ *Acres _____ *Year Built _____

*Year Built Description

- Actual Approx. Cer. Historic New Renovated To be built Under Constr. Unknown/mxd

*Total Living Square Feet

- Less than 800 801 to 1000 1001 to 1200 1201 to 1500 1501 to 1800 1801 to 2200
 2201 to 2700 2701 to 3200 3201 to 3700 3701 to 4200 4201 or More

*Total Rooms ____ *Levels ____ *Bedrooms ____ *Total Full Baths ____ *Total Half Baths ____

Basement Baths ____ Level 1 Baths ____ Level 2 Baths ____ Level 3 Baths ____

*Basement YES NO

*Basement Description

- Full Partial Cape Cod Crawl Space Slab Finished Walk out
 Bulkhead Access Interior Access Garage Access Other-Remarks No Basement

Foundation

- Concrete Block Brick Stone

*Foundation *Main Width ____ *Main Depth ____ Foundation Wing Width ____ Wing Depth ____

*Irregular Yes No Road Frontage _____ Lot Depth _____

Topography/Lot Description

- Wooded Level Sloping Steep Slope Corner Interior View Cleared
 Marsh Pond Stream Fenced Enclosed Fill Needed

*Association YES NO Unknown Membership Required YES NO Unknown

Annual Association Fee _____ Fee Year _____

Association Fee Includes/Amenities

- Beach Dock Golf Course Pool Tennis Road Maintenance Child Play Area/Playground
 Clubhouse Common Area Community Room Elevator Exercise Room Extra Storage
 Security Landscaping Laundry Facility Lifeguard Putting Green Rubbish Removal
 Sauna Shuffle Board Snow Removal Basic Cable

Optional Services

- Beach Dock Golf Course Pool Tennis Road Maintenance Child Play Area/Playground
 Clubhouse Common Area Community Room Elevator Exercise Room Extra Storage
 Security Landscaping Laundry Facility Lifeguard Putting Green Rubbish Removal
 Sauna Shuffle Board Snow Removal Basic Cable

*Garage YES NO *# Of Cars _____

Garage/Carport Description/Type

- No Garage Attached Detached Under Heated Direct Entry Door Opener Storage Above
 Carport Carriage Shed Imp Drvwy Paved Drvwy Unpaved Drvwy Shell Stone/Gravel

*Year Round YES NO *Separate Living Quarters YES NO

Separate Living Quarters Description

- None Basement 1st Floor 2nd Floor 3rd Floor Detached

Single Family Data Entry Form
General Page Continued

*Waterfront

Fresh Salt None

Waterfront Description

Beach Ocean Bay Lake/Pond Canal Creek Marsh River Private
 Public Deep Water Access Marina

*Water view

Fresh Salt None

Water view Description

Beach Ocean Bay Lake/Pond Canal Creek Marsh River Private
 Public Deep Water Access Marina

Water Access

Beach Marina Mooring Ramp Deep Water Access Private Public Ocean
 Bay Lake/Pond Canal Creek Marsh River

*Beach Description

Bay Ocean Lake/Pond Harbor Creek River Other – Remarks None

*Beach Ownership

Public Private Deeded Rights Association Other – Remarks None

*Miles to Beach

Beachfront 0-.1 .1 to .3 .3 to .5 .5 to 1 1 to 2 2+ Miles

Beach/Lake/Pond Name _____

Convenient To

Marina Shopping Conservation Area Major Highway Golf Course School
 Bike Path Public Tennis Church Medical Facility In Town Location Horse Trail

INTERIOR PAGE

*Fireplace YES NO

Kitchen/Dining room Combo YES NO Unknown Livingroom/Diningroom Combo YES NO Unknown

Appliances

Refrigerator Washer Dryer-Elec. Dryer-Gas Dishwasher Disposal
 Central Vac. Compactor Intercom Microwave Range-electric Range-gas
 Security Alarm Stove Hood TV Antenna Wall/Oven Cook top

*Floors

Wood Tile Vinyl Other Wall-to-Wall Hardwood Partial Carpet

Interior Features

Attic Storage Handicapped Equipped HU Cable TV HU Dryer Electric HU Dryer-Gas
 HU Washer Hot Tub/Spa Pantry Steam Bath/Sauna Wet Bar Whirlpool
 Walk-In-Closet Linen Closet Interior Balcony

EXTERIOR PAGE

*Select Style

Cape Contemporary Ranch Colonial Saltbox Gambrel Raised Ranch Split Level
 Victorian Farm House Greek Revival Cottage Log Cabin A-Frame Federal

Select Description

Antique Post & Beam Contemporary Greek Revival Expandable Seasonal

*Pool Yes No Unknown

Pool Description

None Above Ground In Ground Indoor Heated Covered Gunite Concrete
 Vinyl Lap Pool Self Cleaner Pool House

*Dock Yes No Unknown

Dock Description

No Dock No License Permit 99 Yrs Pres. Owner Pending Private Assoc. Deep Water

*Exterior Features

Deck Patio Tennis Court UnGrd Sprinkler Hot Tub Greenhouse Sauna
 Profess. Landscaping Gazebo Garden Ext. Lighting Fenced Yard Barn/Stable
 Handicap Access Insul. Doors Insul. Windows Outbuilding Porch Screened Porch
 Prvt Storage Screens Storm Doors Storm Windows Other-Remarks None

*Roof Description ,

Flat Pitched Asphalt Wood Shingle Metal Slate Tar/Gravel Tile

*Siding Description

Shingle Clapbrd Vert. Siding Barnbrd Stucco Brick Vinyl-Alum. Stone Other-remarks

SINGLE FAMILY DATA ENTRY FORM

MLS LISTING # _____

MECHANICAL PAGE

***Heating/Cooling Description**

- AC-Central AC-Other Natural Gas Oil Hot Water Hot Air Electric Radiant Electric
- Floor Furnace Space Heater Propane Gas Solar Energy Heat Pump Wood Stove 2 Zone Heat
- 3+ Zone Heat Extra Flue Unheated Individual Heat Shared Heat Gas Fireplace Coal Stove

***Water/Sewer/Utilities**

- Private Sewerage Private Water Town Sewer Town Water Inspection Required Gas
- Electricity Telephone Cable TV Underground Other-Remarks Shared Sewer
- Shared-Water Individual Sewer Individual Water High Speed Internet Access

***Hot Water/Water Heater**

- Oil Natural Gas Electric Propane Gas Solar Tank TankLess Separate Leased Heater
- Other None

ADVERTISING PAGE

Public Internet Comments (REMARKS) _____

Public Internet Header _____

All-Office Remarks _____

In-Office Remarks _____

Driving Directions _____

*Display Advertising on the Internet YES NO

Virtual Tour Address Http://www. _____

LEGAL/TAX PAGE

*Annual Tax _____ *Tax Year _____ *Land Assessments _____

*Improvement Assessments _____ Total Assessments _____

*Annual Betterment _____ Unpaid Betterment _____

*To Be Assessed YES NO UNKNOWN Special Assessment Pending YES NO UNKNOWN

*Assessors Map _____ *Assessors Parcel _____

*Mass Use Code _____ Plan _____

*Title Reference—Book _____ *Page _____ *Land Court Cert # _____

*Underground Fuel Tank YES NO UNKNOWN *Lead Paint Yes No Certified Treated Unknown

*UFFI YES NO Asbestos YES NO UNKNOWN

***Documents on File**

- No Documents Perc Test Building Permit Site Plan Subdivision Plan Variance
- Septic Design Deed Restrict Appraisal Building Plans Survey Topography Map
- Master Deed Unit Deed Field Card Deed

***Flood Zone**

- A-Still Water Hit V-Velocity Zone 250 Year Flood 500 Year Flood Not in Flood Plain
- Unknown