

New York State Alliance of MLS's - Condo/Townhouse

Condo / Townhouse --- For Member Use Only

® Denotes a Required Field

6/19

LOCATION INFORMATION

<input type="checkbox"/> VRP <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> List Price	<input type="checkbox"/> County	<input type="checkbox"/> State <input type="checkbox"/> NY - New York <input type="checkbox"/> OO - Other, Non NYS, Non McKean PA <input type="checkbox"/> OT - Other, International <input type="checkbox"/> PA - Pennsylvania	<input type="checkbox"/> Street #	<input type="checkbox"/> Street Name		
<input type="checkbox"/> Area	<input type="checkbox"/> Town or City	<input type="checkbox"/> Pre Direction <input type="checkbox"/> East <input type="checkbox"/> North <input type="checkbox"/> Northeast <input type="checkbox"/> Northwest <input type="checkbox"/> South <input type="checkbox"/> Southeast <input type="checkbox"/> Southwest <input type="checkbox"/> West	<input type="checkbox"/> Street Type <input type="checkbox"/> Avenue <input type="checkbox"/> Lane <input type="checkbox"/> Boulevard <input type="checkbox"/> Circle <input type="checkbox"/> Court <input type="checkbox"/> Cove <input type="checkbox"/> Crescent <input type="checkbox"/> Crest <input type="checkbox"/> Crossing <input type="checkbox"/> Drive <input type="checkbox"/> Extension <input type="checkbox"/> Highway	<input type="checkbox"/> Park <input type="checkbox"/> Parkway <input type="checkbox"/> Place <input type="checkbox"/> Ridge <input type="checkbox"/> Rise <input type="checkbox"/> Road <input type="checkbox"/> Street <input type="checkbox"/> Terrace <input type="checkbox"/> Trail <input type="checkbox"/> Turnpike <input type="checkbox"/> Way			
<input type="checkbox"/> Village	<input type="checkbox"/> Postal City	<input type="checkbox"/> Zip Code	<input type="checkbox"/> Tax Map Number	<input type="checkbox"/> Post Direction <input type="checkbox"/> East <input type="checkbox"/> North <input type="checkbox"/> Northeast <input type="checkbox"/> Northwest <input type="checkbox"/> South <input type="checkbox"/> Southeast <input type="checkbox"/> Southwest <input type="checkbox"/> West			
<input type="checkbox"/> Square Footage	<input type="checkbox"/> # of Acres	<input type="checkbox"/> Unit #	<input type="checkbox"/> Lot Shape <input type="checkbox"/> Circular <input type="checkbox"/> Flag <input type="checkbox"/> Irregular <input type="checkbox"/> Pie <input type="checkbox"/> Rectangular	<input type="checkbox"/> Lot Frontage	<input type="checkbox"/> Lot Depth	<input type="checkbox"/> Lot Sq. Footage	
<input type="checkbox"/> Nearest Cross Street	<input type="checkbox"/> Subdivision / Community	<input type="checkbox"/> 55+ Subdivision/Community <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Type of Sale Choose up to 4 <input type="checkbox"/> Auction <input type="checkbox"/> Bank Owned / REO <input type="checkbox"/> Co-Op <input type="checkbox"/> Estate <input type="checkbox"/> HUD or Govt Owned <input type="checkbox"/> Normal <input type="checkbox"/> Relocation <input type="checkbox"/> Short Sale <input type="checkbox"/> Trust	<input type="checkbox"/> Year Built	<input type="checkbox"/> Year Built Description <input type="checkbox"/> Existing <input type="checkbox"/> Existing Unknown <input type="checkbox"/> New Build <input type="checkbox"/> To Be Built <input type="checkbox"/> Under Construction (60-90 Days)	<input type="checkbox"/> On Waterfront <input type="checkbox"/> Yes <input type="checkbox"/> No	
<input type="checkbox"/> City Neighborhood	<input type="checkbox"/> School District Name	<input type="checkbox"/> High School	<input type="checkbox"/> Middle School	<input type="checkbox"/> Elementary School	<input type="checkbox"/> Waterfront Description <input type="checkbox"/> Bay <input type="checkbox"/> Canal <input type="checkbox"/> Cape <input type="checkbox"/> Channel <input type="checkbox"/> Falls <input type="checkbox"/> Harbor	<input type="checkbox"/> Lake <input type="checkbox"/> Pond <input type="checkbox"/> Reservoir <input type="checkbox"/> River / Stream / Creek <input type="checkbox"/> Swamp	<input type="checkbox"/> Waterfront Name
					<input type="checkbox"/> Waterfront Footage	<input type="checkbox"/> Riparian Rights <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Island <input type="checkbox"/> Yes <input type="checkbox"/> No
					<input type="checkbox"/> Island Name		

LISTING OFFICE INFORMATION

<input type="checkbox"/> Listing Agent ID	<input type="checkbox"/> Co-Listing Agent ID	<input type="checkbox"/> Lockbox Serial #	<input type="checkbox"/> Showing/Appt #	<input type="checkbox"/> Showing Instructions Choose up to 4 <input type="checkbox"/> Call Agent to Register <input type="checkbox"/> Call List Agent for Showing Instructions <input type="checkbox"/> Call Owner/Tenant <input type="checkbox"/> Contingent Upon Sale of Property <input type="checkbox"/> Email List Agent <input type="checkbox"/> HUD Master Key <input type="checkbox"/> Key at Listing Office <input type="checkbox"/> Lockbox - 24 hour Access <input type="checkbox"/> Lockbox - Call First <input type="checkbox"/> Lockbox - Must Make Appt <input type="checkbox"/> Lockbox - Timed Access <input type="checkbox"/> Lockbox - Vacant <input type="checkbox"/> Online Showing Service <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Owner Occupied <input type="checkbox"/> Tenant Occupied <input type="checkbox"/> Text List Agent	
<input type="checkbox"/> Showing/Appt Description <input type="checkbox"/> Agent <input type="checkbox"/> Co-List Agent <input type="checkbox"/> Appointment Service <input type="checkbox"/> Office <input type="checkbox"/> Other Remarks <input type="checkbox"/> Owner	<input type="checkbox"/> Owner 1 First Name	<input type="checkbox"/> Middle Initial	<input type="checkbox"/> Owner 1 Last Name		
<input type="checkbox"/> Seller's Attorney Name	<input type="checkbox"/> Owner 2 First Name	<input type="checkbox"/> Middle Initial	<input type="checkbox"/> Owner 2 Last Name		
<input type="checkbox"/> Property Exclusions <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> List Date	<input type="checkbox"/> Expiration Date	<input type="checkbox"/> Listing Type <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> Exclusive Right to Sell	<input type="checkbox"/> Service Type <input type="checkbox"/> Limited Service <input type="checkbox"/> MLS Entry Only	<input type="checkbox"/> Negotiation With <input type="checkbox"/> Listing Broker Only <input type="checkbox"/> Owner Directly
<input type="checkbox"/> Broker Agent Compensation	<input type="checkbox"/> Buyer Agent Compensation	<input type="checkbox"/> Sub Agent Compensation	<input type="checkbox"/> Special Conditions Apply <input type="checkbox"/> Yes <input type="checkbox"/> No		

Private Remarks - Confidential - For Member Use Only - Enter your ad copy up to 600 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Initials

GENERAL INFORMATION

Room Type, Room Level/Floor, Room Length, Room Width. Includes checkboxes for room types (Bedroom 1-6, Basement, Dining Room, Family Room, Kitchen, Living Room, Other 1-4) and floor levels (Basement, 1st Floor, 2nd Floor, 3rd Floor, 4th Floor, Greater than 4th Floor).

Bedrooms 1st Floor/Level, Bedrooms 2nd Floor/Level, Bedrooms 3rd Floor/Level, Bedrooms 4th Floor/Level, # Bedrooms Basement/Level

Full Baths 1st Floor/Level, Full Baths 2nd Floor/Level, Full Baths 3rd Floor/Level, Full Baths 4th Floor/Level, # Full Baths Basement/Level

Half Baths 1st Floor/Level, Half Baths 2nd Floor/Level, Half Baths 3rd Floor/Level, Half Baths 4th Floor/Level, # Half Baths Basement/Level

Total # Bedrooms, Total # Full Baths, Total # Half Baths, # Bedrooms Approved for Septic, Total Rooms, Total Stories

Type, Exterior Construction, # Garage Spaces, Garage Description. Includes checkboxes for styles (Condo-Apartment, Condo-Townhouse, Co-op, Fractional, Other), materials (Aluminum/Steel, Brick, Cedar, etc.), and garage types (2nd Garage, Attached, Carport, etc.).

Kitchen Dining Description, Lot Information, Basement Description, Floor Description, Attic Description, Unit Floor Plan, Parking, Unit Location. Includes checkboxes for kitchen features (Island, Granite Counter, etc.), lot features (On Golf Course, etc.), basement features (Crawl Space, etc.), floor materials (Ceramic, Hardwood, etc.), parking options (1 Assigned Space, etc.), and unit location (1st Floor, etc.).

Unit Location, Builder Model. Includes checkboxes for location (Front, Ground Floor, etc.) and a text field for the builder model.

Public Remarks - Enter your ad copy up to 800 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Directions to Property - Enter your ad copy up to 234 characters. This will be pulled by your vendor for online or print advertising, if applicable. Initials

INTERIOR AND EXTERIOR

Additional Rooms

Choose up to 14

- 1st Floor Bedroom, 1st Floor Master Bedroom, 1st Floor Master Suite, Basement / Rec Room, Bonus Room, Den/Study, Family Room, Florida/Sun Room- Heated, Florida/Sun Room- Unheated, Foyer/Entry Hall, Garage Apartment, Great Room, Guest Suite, In-Law - see Remarks, In-Law Suite, Laundry-1st Floor, Laundry-2nd Floor, Laundry-Basement, Laundry-Common, Laundry-None, Library, Living Room, Loft, Master Bedroom Bath, Morning Room, Office, Other - See Remarks, Porch - Enclosed, Porch -Open, Porch - Screened, Possible Additional Bedroom, Roughed In Bath, Studio, Workshop

Additional Interior Features

Choose up to 14

- Atrium Door, Attic Fan, Cathedral Ceiling, Cedar Closets, Ceiling Fan, Central Vacuum System, Circuit Breakers - Some, Copper Plumbing - Some, Drapes - Some, Dry Bar, Electrical Fuses - some, Freestanding/Window AC, Furnished, Furnished - Partially, Hot Tub, Indoor Pool, Intercom, Leaded Glass - some, Natural Woodwork - some, Other - See Remarks, Pex Plumbing- Some, Radon Mitigation System, Sauna, Security System - Leased, Security System - Owned, Skylight, Sliding Glass Door, Stained Glass - Some, Sump Pump, Two Story Foyer, Water Purification System, Water Softener - Leased, Water Softener - Owned, Wet Bar, Whirlpool Tub

Kitchen Equipment/Appliances

Choose up to 14

- Convection, Cooktop - Electric, Cooktop - Gas, Dishwasher, Disposal, Dryer, Dual Fuel Range, Freezer, Microwave, Negotiable, None, Other - See Remarks, Oven - Double, Oven/Range Built-In, Oven/Range Electric, Oven/Range Freestanding, Oven/Range Gas, Range Hood-Exhaust Fan, Refrigerator, Refrigerator-Built In, Surface Grill, Trash Compactor, Washer, Wine Chiller(s)

Additional Exterior Features

Choose up to 14

- Awning, Balcony, Barbecue, Cable TV Available, Deck, Dock- see Remarks, Electric Pet Fence, Fully Fenced Yard, Garage Door Opener, High Speed Internet, Hot Tub, Lawn Sprinkler System, Other - See Remarks, Partially Fenced Yard, Patio, Permits Available, Playset / Swingset, Pool-Above Ground, Pool-In Ground, Pool-Neighborhood/Community, Post -Type Gas Grill, Private Yard - see Remarks, Propane Tank - Leased, Propane Tank - Owned, Satellite Dish, Tennis Court, Thermal Windows - Some, TV Antenna, Vineyard, Windmill, Wood Screens/Storms-some

Accessibility

Choose up to 14

- 32 Inch Doors - some, Accessible/ANSI - some, Adaptable Home - some, Bath - Removable Cabinets, Built to ANSI standards, Chairlift - see Remarks, Elevator - ANSI standard, Entry Level Bedroom, Handicap Doors - Some, Kitchen - Adj Cabinets, No Interior Steps, No Step Entry, No Step Laundry, No Step Shower, Ramp, Visual Alert System, Wheelchair Bathroom, Wheelchair Hall - 4 ft plus, Wheelchair Kitchen

Management

Choose up to 3

- Builder, HOA, Other - See Remarks, Professional, Resident Manager, Self Management

Pets Allowed

Choose up to 6

- Breed Restrictions, Cats OK, Dogs OK, No, Number Limit, Size Limit, Yes

Max Pet Weight

Input field for Max Pet Weight

Roof Description

Choose up to 5

- Asphalt, Built-up / Tar, Composition, Flat, Metal, Other - See Remarks, Rubber Membrane, Sawtooth, Shingles, Skylight, Slate / Tile, Sloped

FIREPLACES

Artificial

Input field for # Artificial

Gas

Input field for # Gas

Pellet

Input field for # Pellet

Wood Burning

Input field for # Wood Burning

Wood Stove

Input field for # Wood Stove

Coal

Input field for # Coal

Other

Input field for # Other

Freestanding

Input field for # Freestanding

Not Represented to Code

Input field for # Not Represented to Code

UTILITIES INFORMATION

HVAC Type

Choose up to 9

- AC Unit-Wall, AC Unit-Window, AC-Central, Baseboard, Electronic Air Filter, Forced Air, Gravity, Heat Gas on Gas Stove, Heat Pump, Heated Floors, Hot Water, Humidifier, Multi-Zone, Municipal Electric, No Heat, Other - See Remarks, Programmable Thermostat, Radiant, Solar, Space Heater, Steam, Stove, Wall Furnace, Wood Auxiliary Unit

Emergency Backup

- Generator - Permanent, Panel Connection For Generator, Sump Pump - Battery Power, Sump Pump - Water Power

Heating Fuel Description

Choose up to 2

- 3 Phase, Coal, Electric, Gas, Oil, Other - See Remarks, Propane, Solar, Wood

ENERGY STAR® Qualified

- Appliances, Cooling, Heating, Lighting, Windows

Water Resources

Choose up to 2

- Lake / River, Other - See Remarks, Public Available, Public Connected, Spring, Well

Sewer Description

Choose up to 2

- Chemical, Other - See Remarks, Septic, Sewer Available, Sewer Connected, Sewer Shared

Type of Well

- Drilled, Driven Point, Dug, None, Other, Pipe to Lake / River, Shared, Shore Well, Spring

Water Heater/Fuel

Choose up to 4

- Electric, Gas, None, Oil, Other - See Remarks, Propane, Solar, Tankless

Well Location

Input field for Well Location

Initials

Input field for Initials

® Possible Financing

- Choose up to 7
 Assumable
 Assumable with Lender Approval
 Cash
 Cash Only
 Commercial
 Conventional
 FHA
 Land Contract
 Lease Option
 Other - See Remarks
 Owner 1st
 Owner 2nd
 Rehab Loan
 USDA
 USDA-FSA Loan
 VA
 Wrap

® HOA Payment Description HOA Fee

- Choose up to 7
 Annually
 Monthly
 None
 Quarterly
 Semi-Annually

HOA Amenities

- Choose up to 7
 Basketball
 Clubhouse
 Dock(s)
 Exercise
 Golf
 Kitchen
 No Amenities
 Other - See Remarks
 Pool
 Sauna
 Security
 Storage
 Tennis
 Tot Lot

Association Fee Includes

- Choose up to 12
 Common Area Maintenance
 Common Area Taxes And Insurance
 Common Heating/Cooling
 Electric
 Exterior Building Maintenance
 Heat
 Master Insurance
 Other - See Remarks
 Reserve Fund
 Snow Removal
 Trash/Garbage Collection
 Water/Sewer Fee

Tax Information

- Choose up to 3
 Taxes include Special Assessments
 Taxes include Special Tax Dist
 To be subdivided, taxes based on larger parcel

® Assessed Value
® Town/County Tax
® School Tax
® City/Village Tax
® Annual Special Assessment
1st Mortgage Balance
2nd Mortgage/Home Equity Balance
® Escrow Bank
® Escrow Agent
Management Company Name
Management Company Phone

DISPLAY AND OCCUPANCY INFORMATION

® Possession

- Choose up to 3
 After Closing
 At Closing
 Before Closing
 Immediate
 Leases
 Negotiable
 Other - See Remarks
 Tenants Rights

® Internet

- Yes No
® AVM
 Yes No

® Internet Street Address

- Yes No

® Third Party Commentary/Blog

- Yes No

Virtual Tour Link (Unbranded) - This field most often shown on websites.

Virtual Tour Link (Branded)

3-D Virtual Tour Link (Unbranded) Inside Home

Aerial Drone Video Link (Unbranded)

Ad Header - Enter your ad headline up to 25 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Ad Copy - Enter your ad copy up to 255 characters. This will be pulled by your vendor for online or print advertising, if applicable.

MLS # _____

Owner(s) has verified the above information and warrants that it is accurate to the best of his/her knowledge. The Listing Agent assumes no responsibility to anyone for the accuracy of owner's information, except as otherwise provided by law.

Owner _____ Date _____

Owner _____ Date _____

Listing Agent _____ Firm _____

Initials _____