

Listing Data Form

FAX TO: 1-888-599-4679

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Please complete as many questions as possible.

*Seller's Name: _____

*Co-Seller's Name: _____

*County Name: _____

(Please see county code list at www.MLS4Houston.com)

*Tax ID#: _____

*Also For Lease: Yes No

*Area: _____

(Please see AREA code list at www.MLS4Houston.com)

*Location: _____

(Please see LOCATION code list at www.MLS4Houston.com)

*Priced at Lot Value Only: Yes No

*List Price: _____

Street Directional (check 1)

- | | |
|------------------------------------|------------------------------------|
| <input type="checkbox"/> East | <input type="checkbox"/> South |
| <input type="checkbox"/> North | <input type="checkbox"/> Southeast |
| <input type="checkbox"/> Northeast | <input type="checkbox"/> Southwest |
| <input type="checkbox"/> Northwest | <input type="checkbox"/> West |

*Street Number: _____

*Street Name: _____

*City: _____

*State: _____

*Zip Code: _____

*Legal Description: _____

*Legal Subdivision: _____

*Master Planned Community: Yes No

Master Planned Community Name: _____

(Please see MP COMM code list at www.MLS4Houston.com)

Building Square Feet: _____

SqFt Source (check 1):

- | | |
|---|----------------------------------|
| <input type="checkbox"/> Appraisal | <input type="checkbox"/> Builder |
| <input type="checkbox"/> Appraisal District | <input type="checkbox"/> Seller |

*Year Built: _____

*Year Built Source (check 1):

- | | |
|---|----------------------------------|
| <input type="checkbox"/> Appraisal | <input type="checkbox"/> Builder |
| <input type="checkbox"/> Appraisal District | <input type="checkbox"/> Seller |

*School District: _____
(Please see SCHOOL DIS code list at www.MLS4Houston.com)

Elementary School: _____

Middle School: _____

High School: _____

Appointment # Description

- | | |
|--|--|
| <input type="checkbox"/> Owner | <input type="checkbox"/> On-Site Sales |
| <input type="checkbox"/> Showing Service | |

*Style Description (check up to 2):

- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Colonial | <input type="checkbox"/> Other Style |
| <input type="checkbox"/> Contemporary/Modern | <input type="checkbox"/> Ranch |
| <input type="checkbox"/> English | <input type="checkbox"/> Spanish |
| <input type="checkbox"/> French | <input type="checkbox"/> Split Level |
| <input type="checkbox"/> Georgian | <input type="checkbox"/> Traditional |
| <input type="checkbox"/> Mediterranean | <input type="checkbox"/> Victorian |

*Number of Unit Stories: _____

*New Construction: Yes No

New Construction Description

(if yes, selection required)

- | |
|--|
| <input type="checkbox"/> Never Lived In |
| <input type="checkbox"/> To Be Built/ Under Construction |

Aprx Completion Date: _____

Completed Construction Date: _____

Builder Name: _____

(required if "Yes" is checked for "New Construction")

*Bedrooms – Number: _____

*Bathrooms – Full: _____

*Bathrooms – Half: _____

*Property Type (check 1):

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Duplex | <input type="checkbox"/> Manufactured |
| <input type="checkbox"/> Free Standing | <input type="checkbox"/> Patio Home |
| <input type="checkbox"/> Historic | |

Lot Size Lot Size Source (check 1):

- | | |
|---|----------------------------------|
| <input type="checkbox"/> Appraisal District | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Survey | |

Lot Dimensions Acreage (check 1):

- | | |
|---|---|
| <input type="checkbox"/> 0 Up to 1/4 Acre | <input type="checkbox"/> 1 Up to 2 Acres |
| <input type="checkbox"/> 1/4 Up to 1/2 Acre | <input type="checkbox"/> 2 Up to 5 Acres |
| <input type="checkbox"/> 1/2 Up to 1 Acre | <input type="checkbox"/> 5 Up to 10 Acres |

*Garage - Number of Spaces: _____

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Garage Description (check 1):

- Attached Garage
- Detached Garage
- Attached/Detached Garage
- Oversized Garage
- Tandem

Living Room Dimensions: _____

Den Dimensions: _____

Gameroom Dimensions: _____

Dining Room Dimensions: _____

Kitchen Dimensions: _____

Breakfast Room Dimensions: _____

1st Bedroom Dimensions: _____

2nd Bedroom Dimensions: _____

3rd Bedroom Dimensions: _____

4th Bedroom Dimensions: _____

5th Bedroom Dimensions: _____

Study Dimensions: _____

Extra Room Dimensions: _____

Utility Room Dimensions: _____

Media Room Dimensions: _____

Carport Description (check 1):

- Attached/Detached Carport
- Attached Carport
- Detached Carport

Number of Carport Spaces: _____

Garage/Carport Desc. (check up to 2):

- Additional Parking
- Auto Driveway Gate
- Auto Garage Door Opener
- Boat Parking
- Circle Driveway
- Converted Garage
- Driveway Gate
- Golf Cart Garage
- Porte-Cochere
- RV Parking
- Workshop

Access (check 1):

- Automatic Gate
- Driveway Gate
- Intercom
- Manned Gate

Front Door Faces (check up to 2):

- East
- North
- South
- West

*Showing Instructions (check up to 4):

- Accompany
- Lockbox Left Side
- Appointment Required
- Lockbox Right Side
- Call Occupant
- No Appointment Required
- Controlled Access
- Leave Business Card
- Lockbox Back
- Temporarily No Showings
- Lockbox Front

Microwave NA Yes No

Dishwasher NA Yes No

Compactor NA Yes No

Disposal NA Yes No

Separate Ice Maker NA Yes No

Oven Type (check up to 2):

- Convection Oven
- Double Oven
- Electric Oven
- Freestanding Oven
- Gas Oven
- Single Oven

Range Type (check up to 2):

- Electric Range
- Freestanding Range Grill
- Gas Range

Fireplaces (Number of): _____

Fireplace Description (check up to 2):

- Freestanding
- Gas Connections
- Gaslog Fireplace
- Wood Burning Fireplace
- Mock Fireplace
- Stove

Utility Room Description (check 1):

- Utility Room in Garage
- Utility Room 2nd Floor
- Utility Room in House
- Utility Room 3rd Floor
- Utility Room 1st Floor

Washer Dryer Connections (check up to 3):

- Electric Dryer Connection
- Gas Dryer Connections
- Washer Connections

Energy Features (check up to 2):

- Attic Fan
- Attic Ventilator
- Energy Program
- Heatilator
- Insulated Window
- Radiant Barrier
- Solar Power
- Storm Doors
- Storm Windows
- Sunscreens
- Tinted Windows

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Room Desc. (Check up to 7):

- 1 Living Area Kitchen/Dining Combo
- Breakfast Room Living/Dining Combo
- Den Living Area - 2nd floor
- Formal Dining Loft
- Formal Living Media
- Gameroom Down Quarters/Guest House
- Gameroom Up Study/Library
- Garage Apt. Sun Room

*Bedroom Description (check up to 4):

- 1 Bedroom Down, Not Master BR
- Master Bed - 1st floor
- 1 Bedrooms Up
- Master Bed - 2nd floor
- 2 Bedrooms Down
- Master Bed - 3rd floor
- 2 Master Bedrooms
- Master Bed - 4th floor
- All Bedrooms Down
- Split Plan
- All Bedrooms Up

Master Bath Description (check up to 3):

- Bidet
- Double Sinks
- Half Bath
- Master Bath + Separate Shower
- Master Bath Shower Only
- Master With Tub
- No Master
- Tub with Shower
- Two Master Baths
- Whirlpool/Tub

Interior Features (check up to 10):

- 2 Staircases
- Fire/Smoke Alarm
- Alarm System - Leased
- Handicap Access
- Alarm System - Owned
- High Ceiling
- Atrium
- Hollywood Bath
- Breakfast Bar
- Intercom System
- Central Vacuum
- Island Kitchen
- Country Kitchen
- Prewired for Alarm System
- Drapes/Curtains/Window Cover
- Refrigerator Included
- Dry Bar Spa/Hot Tub
- Dryer Included Tile
- Elevator Washer Included
- Elevator Shaft Wet Bar

Flooring:

- Brick Stone
- Carpet Terrazo
- Concrete Tile
- Laminate Vinyl
- Marble Wood
- Slate

Countertops:

*Exterior Construction (check up to 2):

- Aluminum Stone
- Asbestos Stone & Wood
- Brick & Wood Stucco
- Brick/Veneer Synthetic Stucco
- Cement Board Unknown
- Log Home Vinyl
- Other Wood

Exterior Description (check up to 10):

- Airplane Hangar
- Porch
- Back Green Space
- Private Tennis Court
- Back Yard
- Satellite Dish
- Barn/Stable
- Screened Porch
- Controlled Subdivision Access
- Spa/Hot Tub
- Cross Fenced
- Sprinkler System
- Detached Gar. Apt./Quarters
- Storage Shed
- Fully Fenced
- Subdivision Tennis Court
- Greenhouse
- Wheelchair Access
- Partially Fenced
- Workshop
- Patio/Deck

*Roof Description (check up to 2):

- Aluminum Slate
- Built Up Tile
- Composition Wood Shingle
- Other

*Foundation Description (check up to 2):

- Block & Beam Pier & Beam
- On Stilts Slab
- Other Slab on Builder's Pier

*Pool - Private Yes No

Pool - Area NA Yes No

*Lot Description (check up to 3):

- Airpark On Golf Course
- Cleared Other
- Corner Patio Lot
- Cul-De-Sac Subdivision Lot
- Greenbelt Wooded
- In Golf Course Community

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*Maintenance Fee (check 1):

Mandatory Voluntary
 No

Maintenance Fee Amount: _____

*Maintenance Fee Payment Schedule (check 1):

Annually
 Monthly
 Quarterly

*Other Mandatory Fees (i.e.: Transfer Fees)

Yes No

Other Mandatory Fee Amount (if yes, selection required): _____

Other Mandatory Fees Include (50 Max Characters):

Tax Year: _____

Taxes: _____

Total Tax Rate Exemptions: _____

Ownership Type

Full Ownership
 Fractional Ownership
 Timeshare

* _____ Print combination code here, if you **WANT the combination code POSTED in the local MLS.**

We are available to **accept delivery of Offers to Purchase** your property, **submit Counteroffers**, provide a **Seller's Closing Cost Estimate worksheet** and answer any questions relating to transactions that are presented by a **REALTOR should you need us to.** (You will need to accept delivery of Offers to Purchase your property and submit Counteroffers from Buyer(s) who are NOT represented by a Realtor.)

Please Note: Once your property is posted in the Local MLS system (which is what you paid for), that data automatically feeds into other websites including Realtor.com. How the information is ultimately posted on other websites is beyond our control. (i.e. within 72 hours, basic property information and will download on to Realtor.com (with no property description). If a Buyer is interested in your property, the Buyer will contact their Realtor (or MLS4public) and the detailed MLS information and property photos will be forwarded to the Buyer accordingly. The MLS (& Realtor.com) guidelines prohibit private information from being posted on their website. *Our goal is to have Realtors help bring you a Buyer.*

***MUST** keep contact information correct and current to stay Listed in the MLS.

PRIVATE INFORMATION UNDER: Realtor Remarks:

FOR APPTS, QUESTIONS & NEGOTIATIONS CONTACT:

Name: _____

Phone Number: _____

Alternate Number: _____

EMAIL: _____

Phone Number to be printed on Yard Sign:

Please let us know if you do not receive your Yard Sign within 5 business days.

Mailing Address to send Yard Sign (No PO BOX #):

***Please Email a minimum of six Photos in a .jpg format to info@MLS4Houston.com (one at a time if needed)**

***Please EMAIL driving Directions to info@MLS4Houston.com (250 max. characters)**

***Please EMAIL a Property Description to info@MLS4Houston.com (500 max. characters) Please note here anything unique about the property that is not already mentioned above.**

Please tell us how you heard of MLS4Houston.

Referral:
Referred by whom? _____

Internet: _____ Postcard: _____ Billboard/Sign: _____

Thank you for your business.

Seller has examined the information contained on this Data Input Form, which is attached to and made a part of the Listing Agreement and warrants that it is true and correct according to the Seller's best knowledge.

Seller's Signature

Seller's Signature

Date: _____