

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

Condo / Townhouse --- For Member Use Only

® Denotes a Required Field

2/23

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"/> Course <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"/> Hollow <input type="checkbox"/> Meadow | <input type="checkbox"/> Parkway <input type="checkbox"/> Place <input type="checkbox"/> Point <input type="checkbox"/> Ridge <input type="checkbox"/> Rise <input type="checkbox"/> Road <input type="checkbox"/> Run <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"/> Body of Water Name | | |
| <input type="checkbox"/> Square Footage | <input type="checkbox"/> # of Acres | <input type="checkbox"/> Unit # | <input type="checkbox"/> Square Footage | <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"/> Source <input type="checkbox"/> Agent <input type="checkbox"/> Appraiser <input type="checkbox"/> Assessor <input type="checkbox"/> Builder <input type="checkbox"/> Other-See Remarks <input type="checkbox"/> Plans <input type="checkbox"/> Public Records | <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"/> 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"/> On Waterfront <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Body of Water <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"/> Subdivision / Community | <input type="checkbox"/> 55+ Subdivision/Community <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"/> 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"/> Water Related Features <input type="checkbox"/> Beach/Water Access <input type="checkbox"/> Boat Access Only <input type="checkbox"/> Deeded Water Rights | <input type="checkbox"/> Water View <input type="checkbox"/> Other-See Remarks | <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 | | |

Compensation Comments - up to 255 Characters

Private Remarks - Confidential - For Member Use Only - Enter up to 1000 characters.

Initials

GENERAL INFORMATION

Room Type Room Level/Floor
Basement Lower 1st Floor 2nd Floor 3rd Floor 4th Floor Greater than 4th floor
Bedroom 1 Bedroom 2 Bedroom 3 Bedroom 4 Bedroom 5 Bedroom 6
Dining Room Family Room Kitchen Living Room Other 1 Other 2 Other 3 Other 4

Room Length Room Width
x
x
x
x
x
x
x
x
x
x
x
x
x
x
x
x
x
x

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
Condo-Apartment Style Condo-Townhouse Co-op Fractional
Other - See Remarks Patio Home Attached Patio Home Detached Townhouse
Aluminum/Steel Brick Brick and Frame Cedar Composition
Concrete Block EIFS Fiber Cement Frame Log Home
Log Sided Other - See Remarks Remarks Shake Shingle Stone
Stone and Frame Stucco Timber Frame Vinyl Wood

Garage Spaces Garage Description
2nd Garage Attached Carport Detached No Garage Under House

Kitchen Dining Description Lot Information
2nd Kitchen Breakfast Bar Breakfast Room Country Kitchen Dining L Eat-In Formal Dining Room Granite Counter Island Kitchen/Family Room Combo Living/Dining Combo Other - See Remarks Pantry Quartz Counter Solid Surface Counter Walk-In Pantry
Adjacent to State Land Agricultural District Commercial Zoning Corner Lot Cul De Sac Deeded Restriction Elevation Survey Available Flood Zone Green Area Home Office Zoning Horses Permitted Land Lease Land Locked Near Bus Line Neighborhood Street On Golf Course

Basement Description Unit Floor Plan
Crawl Space Egress Window Exterior Walkout Exterior Walk-up/Bulkhead Doors Finished Full None Partial Partially Finished Slab
Freestanding One Level Two Levels Three Or More Levels

Floor Description Attic Description Parking
Ceramic-Some Hardwood-Some Laminate-Some Marble-Some Other - See Remarks Resilient-Some Tile-Some Vinyl-Some Vinyl Luxury-Some Wall To Wall Carpet-Some Wood-Some
Crawl Space Finished Full None Partial Partially Finished Pull Down Stairs Scuttle Access Stair Access Unfinished Walk-in
None Other - See Remarks

Unit Location
1st Floor 2nd Floor 3rd-5th Floors 6th Floors + Center End
Front Ground Floor Other - See Remarks Rear Top Floor

Builder Model

Public Remarks - Enter up to 1200 characters.

Directions to Property - Enter up to 234 characters. Initials

INTERIOR AND EXTERIOR

® Additional Rooms

Choose up to 14

- 1st Floor Bedroom
- 1st Floor Primary Bedroom
- 1st Floor Primary Suite
- Bar Room
- 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
- Gym
- In-Law - see Remarks
- In-Law Suite
- Laundry-1st Floor
- Laundry-2nd Floor
- Laundry-Basement
- Library
- Living Room
- Loft
- Morning Room
- Office
- Other - See Remarks
- Panic/Secure Room
- Porch - Enclosed
- Porch -Open
- Porch - Screened
- Possible Additional Bedroom
- Primary Bedroom Bath
- Roughed In Bath
- Storage Room
- Studio
- Workshop

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

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)

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

Roof Description

Choose up to 5

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

® 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
- Must Apply
- No
- Number Limit
- Size Limit
- With Permission
- Yes

Max Pet Weight

FIREPLACES

® # Artificial

® # Gas

® # Pellet

® # Wood Burning

® # Wood Stove

® # Coal

® # Other

® # Freestanding

® # Not Represented to Code

UTILITIES INFORMATION

® HVAC Type

Choose up to 9

- AC Unit-Wall
- AC Unit-Window
- AC-Central
- AC-Multi-Zone
- 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
- REA
- Solar
- Space Heater
- Steam
- Stove
- Wall Furnace
- Wood Auxiliary Unit

ENERGY STAR® Qualified

- Appliances
- Cooling
- Heating
- Lighting
- Windows

® ENERGY Equipment

- Oil Tank-Above Ground
- Oil Tank-Below Ground
- Oil Tank-In Basement
- Propane Tank-Owned
- Propane Tank-Leased
- Solar-Owned
- Solar-Leased
- Wind Turbine-Owned
- Wind Turbine-Leased
- Other
- None

® Water Heater/Fuel

Choose up to 2

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

® Heating Fuel Description

Choose up to 4

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

Well Location

® Sewer Description

Choose up to 2

- Chemical
- Holding Tank
- 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 Resources

Choose up to 2

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

Initials

FINANCIAL INFORMATION

® 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
- Private
- Rehab Loan
- USDA
- USDA-FSA Loan
- VA
- Wrap

® HOA Payment

- Annually
- Monthly
- None
- Quarterly
- Semi-Annually
- Special Assessment-See Remarks

HOA Fee

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

® Internet Street Address

Yes No

® Third Party Commentary/Blog

Yes No

® AVM

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 _____