



North Texas Real Estate Information Systems, Inc.

Multi-Family Data Input Form

(Include Full Duplex, Triplex, Fourplex, Apartment & 5Plex+)

INFORMATION DEEMED RELIABLE BUT NOT GUARANTEED

Fields **REQUIRED** for Active status denoted in **BOLD BLUE WITH (*)**. *Italicized fields will be autofilled from public records, if available.*

MLS Information

<p>* Range Pricing <input type="checkbox"/> Yes <input type="checkbox"/> No (Defaults to No)</p> <p>* List Price <input type="text"/></p> <p>* Area <input type="text"/></p> <p>* County <input type="text"/></p> <p>* Map Book</p> <table border="0"> <tr> <td><input type="checkbox"/> Dallas</td> <td><input type="checkbox"/> Ft. Worth</td> <td><input type="checkbox"/> Other</td> </tr> <tr> <td><input type="checkbox"/> Denton</td> <td><input type="checkbox"/> Parker</td> <td><input type="checkbox"/> Collin</td> </tr> <tr> <td><input type="checkbox"/> Cooke</td> <td><input type="checkbox"/> Hood/Wise</td> <td><input type="checkbox"/> Grayson</td> </tr> <tr> <td><input type="checkbox"/> Kaufman</td> <td><input type="checkbox"/> Ellis/Johnson</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Hunt</td> <td><input type="checkbox"/> Hill/Rockwall</td> <td></td> </tr> <tr> <td><input type="checkbox"/> Rockwall</td> <td></td> <td></td> </tr> </table> <p>* Map Page <input type="text"/></p> <p>* Street/Box # <input type="text"/></p> <p>* Street Name <input type="text"/></p> <p>Street Directional Suffix</p> <table border="0"> <tr> <td><input type="checkbox"/> E</td> <td><input type="checkbox"/> N</td> <td><input type="checkbox"/> NE</td> <td><input type="checkbox"/> NW</td> </tr> <tr> <td><input type="checkbox"/> S</td> <td><input type="checkbox"/> SE</td> <td><input type="checkbox"/> SW</td> <td><input type="checkbox"/> W</td> </tr> </table> <p>* City <input type="text"/></p> <p>* Zip Code <input type="text"/></p> <p>* Subdivision <input type="text"/></p> <p>Lot <input type="text"/></p> <p>Multi Parcel ID <input type="checkbox"/> N/A <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>* MUD District <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<input type="checkbox"/> Dallas	<input type="checkbox"/> Ft. Worth	<input type="checkbox"/> Other	<input type="checkbox"/> Denton	<input type="checkbox"/> Parker	<input type="checkbox"/> Collin	<input type="checkbox"/> Cooke	<input type="checkbox"/> Hood/Wise	<input type="checkbox"/> Grayson	<input type="checkbox"/> Kaufman	<input type="checkbox"/> Ellis/Johnson		<input type="checkbox"/> Hunt	<input type="checkbox"/> Hill/Rockwall		<input type="checkbox"/> Rockwall			<input type="checkbox"/> E	<input type="checkbox"/> N	<input type="checkbox"/> NE	<input type="checkbox"/> NW	<input type="checkbox"/> S	<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> W	<p>* Property Type</p> <table border="0"> <tr> <td><input type="checkbox"/> Apartment/5Plex+</td> <td><input type="checkbox"/> Multiple Single Units</td> </tr> <tr> <td><input type="checkbox"/> Fourplex</td> <td><input type="checkbox"/> Triplex</td> </tr> <tr> <td><input type="checkbox"/> Full Duplex</td> <td></td> </tr> </table> <p>Low Price <input type="text"/></p> <p>(Above Required if answered Y to Range Pricing)</p> <p>* Sub Area <input type="text"/></p> <p>* Parcel ID <input type="text"/></p> <p>* Map Coord <input type="text"/></p> <p>Street Direction</p> <table border="0"> <tr> <td><input type="checkbox"/> E</td> <td><input type="checkbox"/> N</td> <td><input type="checkbox"/> NE</td> <td><input type="checkbox"/> NW</td> </tr> <tr> <td><input type="checkbox"/> S</td> <td><input type="checkbox"/> SE</td> <td><input type="checkbox"/> SW</td> <td><input type="checkbox"/> W</td> </tr> </table> <p>Street Type <input type="text"/></p> <p>Unit # <input type="text"/></p> <p>* Will Subdivide <input type="checkbox"/> Yes <input type="checkbox"/> No (Defaults to No)</p> <p>Planned Development <input type="text"/></p> <p>Block <input type="text"/></p> <p>Additional Legal <input type="text"/></p>	<input type="checkbox"/> Apartment/5Plex+	<input type="checkbox"/> Multiple Single Units	<input type="checkbox"/> Fourplex	<input type="checkbox"/> Triplex	<input type="checkbox"/> Full Duplex		<input type="checkbox"/> E	<input type="checkbox"/> N	<input type="checkbox"/> NE	<input type="checkbox"/> NW	<input type="checkbox"/> S	<input type="checkbox"/> SE	<input type="checkbox"/> SW	<input type="checkbox"/> W
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Office Information

System will auto-fill Listing Office and Listing Agent information including Office Code, Office Name, Office Phone, Office Fax, Office Address, Agent ID, Agent Name, Agent Fax, Agent Email and Agent Website

<p>Agent Other Phone <input type="text"/></p> <p>Listing Agent 2 <input type="text"/></p> <p>Appt Phone <input type="text"/></p> <p>* Sub Agency Commission <input type="text"/></p>	<p>Call for Appt</p> <table border="0"> <tr> <td><input type="checkbox"/> Agent</td> <td><input type="checkbox"/> CSS</td> <td><input type="checkbox"/> Owner</td> </tr> <tr> <td><input type="checkbox"/> Builder</td> <td><input type="checkbox"/> Office</td> <td><input type="checkbox"/> Other</td> </tr> </table> <p>Appt Phone Ext <input type="text"/></p> <p>* Buyers Agency Commission <input type="text"/></p>	<input type="checkbox"/> Agent	<input type="checkbox"/> CSS	<input type="checkbox"/> Owner	<input type="checkbox"/> Builder	<input type="checkbox"/> Office	<input type="checkbox"/> Other
<input type="checkbox"/> Agent	<input type="checkbox"/> CSS	<input type="checkbox"/> Owner					
<input type="checkbox"/> Builder	<input type="checkbox"/> Office	<input type="checkbox"/> Other					

Office Information (continued)

* **Variable Fee** Yes No

* **Listing Type** (Select One) Exclusive Right to Sell/Lease Exclusive Agency ER w/Reservations EA w/Reservations Limited Service ER Limited Service EA

* **Allow Internet Display** Yes No

* **Allow Comments/Reviews** Yes No

* **Listing Date**

Listings will Appear on Members IDX Websites NTREIS Translator Realtor.com Syndicate Listing TexasRealEstate.com

* **Allow Address Display** Yes No

* **Allow AVM** Yes No

* **Expire Date**

Preferred Title Company

Preferred Title Co.

Title Co. Phone Title Co. Location

Owner Permission to Video N/A Yes No

For Intra Office Information

* **Owner Name**

Owner Home Phone

Occupancy Owner Tenant Vacant

Occupant

Occupant Alt. Phone

* **Seller Type** (Select One) Builder Lender/REO Individual(s) Relo

Owner Alt. Phone

Occupant Home Phone

Showing Instructions -----

(150 character limit)

Secured Showing Instructions -----

(50 character limit)

* **Keybox #**

* **Keybox Type** AEII - Gray IBox - Blue Redisafe - Abilene Combo None

CBS Code

Combo

Shackle Code

Property Information

* **# of Units**

* **# of Buildings**

* **# of Parking Spaces**

* **# of Stories**

Occupancy Rate

* **Pool on Property** Yes No

Security System N/A Yes No

Property Information (continued)

* Building SqFt [input field]

* SqFt Source [input field]
 Appraiser
 Building Plan
 Owner
 Tax
 Other Documentation
(Select One - Defaults to Tax)

* Handicap Amenities Yes No
(Defaults to No) (If Yes, Handicap Amenities Features Required)

Appraiser's Name [input field]

List\$/SqFt System Calculated [input field]

* Year Built [input field]

* Construction Status
 New Constr - Complete
 Preowned
 New Constr - Incomplete
 Proposed
 Unknown
(Select One - Defaults to Preowned)

- Unit 1 Living Area Width [input field]
Unit 2 Living Area Width [input field]
Unit 3 Living Area Width [input field]
Unit 4 Living Area Width [input field]
Unit 1 Dining Area Width [input field]
Unit 2 Dining Area Width [input field]
Unit 3 Dining Area Width [input field]
Unit 4 Dining Area Width [input field]
Unit 1 Kitchen Area Width [input field]
Unit 2 Kitchen Area Width [input field]
Unit 3 Kitchen Area Width [input field]
Unit 4 Kitchen Area Width [input field]
Unit 1 Master Bedroom Area Width [input field]
Unit 2 Master Bedroom Area Width [input field]
Unit 3 Master Bedroom Area Width [input field]
Unit 4 Master Bedroom Area Width [input field]
Unit 2 SqFt [input field]
Unit 4 SqFt [input field]
Unit 2 Total Full Baths [input field]
Unit 4 Total Full Baths [input field]
Unit 2 Total Half Baths [input field]
Unit 4 Total Half Baths [input field]
Unit 2 Total Bedrooms [input field]
Unit 4 Total Bedrooms [input field]
Unit 2 Avg Lease Rate [input field]
Unit 4 Avg Lease Rate [input field]
Unit 2 Total Like Units [input field]
Unit 4 Total Like Units [input field]

- Unit 1 Living Area Length [input field]
Unit 2 Living Area Length [input field]
Unit 3 Living Area Length [input field]
Unit 4 Living Area Length [input field]
Unit 1 Dining Area Length [input field]
Unit 2 Dining Area Length [input field]
Unit 3 Dining Area Length [input field]
Unit 4 Dining Area Length [input field]
Unit 1 Kitchen Area Length [input field]
Unit 2 Kitchen Area Length [input field]
Unit 3 Kitchen Area Length [input field]
Unit 4 Kitchen Area Length [input field]
Unit 1 Master Bedroom Area Length [input field]
Unit 2 Master Bedroom Area Length [input field]
Unit 3 Master Bedroom Area Length [input field]
Unit 4 Master Bedroom Area Length [input field]
Unit 1 SqFt [input field]
Unit 3 SqFt [input field]
Unit 1 Total Full Baths [input field]
Unit 3 Total Full Baths [input field]
Unit 1 Total Half Baths [input field]
Unit 3 Total Half Baths [input field]
Unit 1 Total Bedrooms [input field]
Unit 3 Total Bedrooms [input field]
Unit 1 Avg Lease Rate [input field]
Unit 3 Avg Lease Rate [input field]
Unit 1 Total Like Units [input field]
Unit 3 Total Like Units [input field]
Lot Dimensions [input field]

Property Information (continued)

Acres

HOA Dues

* HOA Mandatory None Voluntary

HOA Billing Freq Annual Quarterly Other

Monthly Semi-Annual

(Above Required if answered HOA Mandatory)

* Include Slideshow Yes No

Complex Name

School Information

* School District

* School 1 Type

Bus 1 N/A Yes No

* School 2 Type

Bus 2 N/A Yes No

* School 3 Type

Bus 3 N/A Yes No

School 4 Type

Bus 4 N/A Yes No

* School 1 Name

* School 2 Name

* School 3 Name

School 4 Name

Financial Information

(All fields required if Assumable Non-Qualifying and Assumable Qualifying are entered as the Loan Type)

* Gross Annual Income

* Net Annual Income

* Annual Insurance

Gross Annual Expenses

Gross Multiplier **System Calculated**

Cap Rate **System Calculated**

Unexempt Taxes

* Loan Type Assumable Non-Qualifying Treat as Clear
 Assumable Qualifying

Balance

Equity **System Calculated**

Mortgage Interest Rate

Payment

Payment Type (Select One) Principal & Interest Principal, Int., & Ins.
 Principal, Interest & Taxes Principal, Int., Tax, Ins.
 Other

Lender

Original Mtg. Date

* 2nd Mortgage Yes No

Possible Short Sale Yes No

Remarks

* Directions to Property -----

(150 character limit)

Property Description -----

(450 character limit)

Remarks (continued)

Excludes -----

(110 character limit)

Private -----
Remarks -----

(300 character limit)

Intra Office -----
Remarks -----

(225 character limit)

Features

Lot Description

- | | | |
|--|---|---|
| <input type="checkbox"/> Acreage | <input type="checkbox"/> Horses Permitted | <input type="checkbox"/> River Front |
| <input type="checkbox"/> Adjacent to Greenbelt | <input type="checkbox"/> Interior Lot | <input type="checkbox"/> Some Trees |
| <input type="checkbox"/> Canal (Man Made) | <input type="checkbox"/> Irregular | <input type="checkbox"/> Subdivision |
| <input type="checkbox"/> Corner | <input type="checkbox"/> Landscaped | <input type="checkbox"/> Tank/Pond |
| <input type="checkbox"/> Creek | <input type="checkbox"/> Lrg. Backyard Grass | <input type="checkbox"/> Undivided |
| <input type="checkbox"/> Cul De Sac | <input type="checkbox"/> No Backyard Grass | <input type="checkbox"/> Water/Lake Front |
| <input type="checkbox"/> Cultivated | <input type="checkbox"/> Park View | <input type="checkbox"/> Water/Lake View |
| <input type="checkbox"/> Golf Course Lot | <input type="checkbox"/> Partially Cultivated | |
| <input type="checkbox"/> Heavily Treed | <input type="checkbox"/> Pasture | |

*** Construction**

- | | | |
|---------------------------------------|---|---------------------------------------|
| <input type="checkbox"/> Brick | <input type="checkbox"/> Frame/Brick Trim | <input type="checkbox"/> Stucco |
| <input type="checkbox"/> Common Wall | <input type="checkbox"/> Log | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Rock/Stone | <input type="checkbox"/> Vinyl Siding |
| <input type="checkbox"/> Fiber Cement | <input type="checkbox"/> Siding | <input type="checkbox"/> Other |

*** Foundation**

- | | | |
|--|---|--------------------------------|
| <input type="checkbox"/> Basement | <input type="checkbox"/> Piered Beam Slab | <input type="checkbox"/> Slab |
| <input type="checkbox"/> Bois D'Arc Post | <input type="checkbox"/> Pilings | <input type="checkbox"/> Other |
| <input type="checkbox"/> Pier & Beam | | |

*** Roof**

- | | | |
|---------------------------------------|--------------------------------------|---------------------------------------|
| <input type="checkbox"/> Built-Up | <input type="checkbox"/> Metal | <input type="checkbox"/> Tar/Gravel |
| <input type="checkbox"/> Composition | <input type="checkbox"/> Other Roof | <input type="checkbox"/> Tile/Slate |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Overlay | <input type="checkbox"/> Wood Shake |
| <input type="checkbox"/> Fiber Cement | <input type="checkbox"/> Shake Metal | <input type="checkbox"/> Wood Shingle |

Security

- | | | |
|---|--------------------------------------|---|
| <input type="checkbox"/> Burglar | <input type="checkbox"/> Firewall(s) | <input type="checkbox"/> Pre-Wired |
| <input type="checkbox"/> Carbon Monoxide Detector | <input type="checkbox"/> Leased | <input type="checkbox"/> Smoke Detector |
| <input type="checkbox"/> Exterior Security Light(s) | <input type="checkbox"/> Monitored | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Fire Sprinkler System | <input type="checkbox"/> Owned | <input type="checkbox"/> Other |
| <input type="checkbox"/> Fire/Smoke | | |

Exterior Features

- | | | |
|--|--|--|
| <input type="checkbox"/> Arena | <input type="checkbox"/> Gutters | <input type="checkbox"/> Separate Entry Quarters |
| <input type="checkbox"/> Attached Grill | <input type="checkbox"/> Lighting System | <input type="checkbox"/> Sport Court |
| <input type="checkbox"/> Balcony | <input type="checkbox"/> Mosquito Mist System | <input type="checkbox"/> Sprinkler System |
| <input type="checkbox"/> Boat Dock/Slip | <input type="checkbox"/> Outdoor Fireplace/Pit | <input type="checkbox"/> Stable/Barn |
| <input type="checkbox"/> Covered Porch(es) | <input type="checkbox"/> Outdoor Living Center | <input type="checkbox"/> Storage Building |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Patio Covered | <input type="checkbox"/> Tennis Court(s) |
| <input type="checkbox"/> Equestrian Center | <input type="checkbox"/> Patio Open | <input type="checkbox"/> Workshop |
| <input type="checkbox"/> Gardens | <input type="checkbox"/> Private Hangar | <input type="checkbox"/> Workshop w/Electric |
| <input type="checkbox"/> Gazebo/Pergola | <input type="checkbox"/> Private Landing Strip | <input type="checkbox"/> Other |
| <input type="checkbox"/> Greenhouse | <input type="checkbox"/> RV/Boat Parking | |
| <input type="checkbox"/> Guest Quarters | <input type="checkbox"/> Satellite Dish | |

Backyard Pool Features

- | | | |
|--|---|---|
| <input type="checkbox"/> Above Ground | <input type="checkbox"/> In Ground Fiberglass | <input type="checkbox"/> Pool Perimeter Fence |
| <input type="checkbox"/> Attached Spa | <input type="checkbox"/> In Ground Gunite | <input type="checkbox"/> Saltwater Pool |
| <input type="checkbox"/> Cabana | <input type="checkbox"/> In Ground Vinyl | <input type="checkbox"/> Separate Spa/Hot Tub |
| <input type="checkbox"/> Cleaning System | <input type="checkbox"/> Indoor | <input type="checkbox"/> Water Feature |
| <input type="checkbox"/> Custom Cover | <input type="checkbox"/> Infinity Edge | <input type="checkbox"/> Other |
| <input type="checkbox"/> Diving | <input type="checkbox"/> Lap Pool | |
| <input type="checkbox"/> Heated | <input type="checkbox"/> Play Pool | |

Type of Fence

- | | | |
|---|---|--|
| <input type="checkbox"/> Automatic Gate | <input type="checkbox"/> Iron | <input type="checkbox"/> Slick/Smooth Wire |
| <input type="checkbox"/> Barbed Wire | <input type="checkbox"/> None | <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Partially Fenced | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Chain Link | <input type="checkbox"/> Pipe | <input type="checkbox"/> Other |
| <input type="checkbox"/> Cross Fenced | <input type="checkbox"/> Rail | |
| <input type="checkbox"/> Dog Run | <input type="checkbox"/> Rock/Stone | |

*** Parking/Garage**

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Assigned | <input type="checkbox"/> Golf Cart Garage | <input type="checkbox"/> Side |
| <input type="checkbox"/> Attached | <input type="checkbox"/> Has Sink in Garage | <input type="checkbox"/> Swing Drive |
| <input type="checkbox"/> Circle Drive | <input type="checkbox"/> None | <input type="checkbox"/> Tandem Style |
| <input type="checkbox"/> Covered | <input type="checkbox"/> Outside Entry | <input type="checkbox"/> Unassigned |
| <input type="checkbox"/> Detached | <input type="checkbox"/> Oversized | <input type="checkbox"/> Uncovered |
| <input type="checkbox"/> Front | <input type="checkbox"/> Porte-Cochere | <input type="checkbox"/> Workbench |
| <input type="checkbox"/> Garage Conversion | <input type="checkbox"/> Rear | <input type="checkbox"/> Other |
| <input type="checkbox"/> Garage Door Opener | | |

*** Street/Utilities**

- | | | |
|--|---|--|
| <input type="checkbox"/> Aerobic Septic | <input type="checkbox"/> Gravel/Rock | <input type="checkbox"/> Private Road |
| <input type="checkbox"/> All Weather | <input type="checkbox"/> Individual Gas Meter | <input type="checkbox"/> Private Sewer |
| <input type="checkbox"/> Alley | <input type="checkbox"/> Individual Water Meter | <input type="checkbox"/> Private Water |
| <input type="checkbox"/> Asphalt | <input type="checkbox"/> Master Gas Meter | <input type="checkbox"/> Septic |
| <input type="checkbox"/> City Sewer | <input type="checkbox"/> Master Water Meter | <input type="checkbox"/> Sewer Tap Fee Paid |
| <input type="checkbox"/> City Water | <input type="checkbox"/> MUD Sewer | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Co-op Membership Included | <input type="checkbox"/> MUD Water | <input type="checkbox"/> Underground Utilities |
| <input type="checkbox"/> Co-op Water | <input type="checkbox"/> No City Services | <input type="checkbox"/> Unincorporated |
| <input type="checkbox"/> Community Mailbox | <input type="checkbox"/> No Sewer | <input type="checkbox"/> Water Tap Fee Paid |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> No Water | <input type="checkbox"/> Well |
| <input type="checkbox"/> Curbs | <input type="checkbox"/> Outside City Limits | <input type="checkbox"/> Other |
| <input type="checkbox"/> Dirt | <input type="checkbox"/> Overhead Utilities | |

Common Features

- | | | |
|---|---|--|
| <input type="checkbox"/> Boat Ramp | <input type="checkbox"/> Guarded Entrance | <input type="checkbox"/> Private Lake/Pond |
| <input type="checkbox"/> Campground | <input type="checkbox"/> Horse Facilities | <input type="checkbox"/> Public Hangar |
| <input type="checkbox"/> Club House | <input type="checkbox"/> Jogging /Bike Path | <input type="checkbox"/> Racquet Ball |
| <input type="checkbox"/> Comm. Sprinkler System | <input type="checkbox"/> Landing Strip | <input type="checkbox"/> RV Parking |
| <input type="checkbox"/> Common Elevator | <input type="checkbox"/> Laundry | <input type="checkbox"/> Sauna |
| <input type="checkbox"/> Community Pool | <input type="checkbox"/> Marina | <input type="checkbox"/> Spa |
| <input type="checkbox"/> Gated Entrance | <input type="checkbox"/> Park | <input type="checkbox"/> Tennis |
| <input type="checkbox"/> Golf | <input type="checkbox"/> Perimeter Fencing | <input type="checkbox"/> Other |
| <input type="checkbox"/> Greenbelt | <input type="checkbox"/> Playground | |

Tenancy

- | | | |
|--|---|---|
| <input type="checkbox"/> 6 Months or Less | <input type="checkbox"/> Month to Month | <input type="checkbox"/> Over 9 Months |
| <input type="checkbox"/> 9 Months or Less | <input type="checkbox"/> No Smoking | <input type="checkbox"/> Pet Restrictions |
| <input type="checkbox"/> Approval by Board | <input type="checkbox"/> No Sublease | <input type="checkbox"/> Pets Allowed |
| <input type="checkbox"/> Government Subsidized | <input type="checkbox"/> No Waterbeds | <input type="checkbox"/> Written Application Only |
| <input type="checkbox"/> Lease while on Market | <input type="checkbox"/> None | <input type="checkbox"/> Other |

*** Interior Features**

- | | | |
|---|--|---|
| <input type="checkbox"/> Bay Windows | <input type="checkbox"/> High Speed Internet Available | <input type="checkbox"/> Vaulted Ceilings |
| <input type="checkbox"/> Built-in Wine Cooler | <input type="checkbox"/> Intercom | <input type="checkbox"/> Wainscoting |
| <input type="checkbox"/> Cable TV Available | <input type="checkbox"/> Loft | <input type="checkbox"/> Water Filter |
| <input type="checkbox"/> Central Vac | <input type="checkbox"/> Multiple Staircases | <input type="checkbox"/> Water Purifier |
| <input type="checkbox"/> Decorative Lighting | <input type="checkbox"/> Paneling | <input type="checkbox"/> Water Softener |
| <input type="checkbox"/> Dry Bar | <input type="checkbox"/> Plantation Shutters | <input type="checkbox"/> Wet Bar |
| <input type="checkbox"/> Electric Shades | <input type="checkbox"/> Skylights | <input type="checkbox"/> Window Coverings |
| <input type="checkbox"/> Elevator | <input type="checkbox"/> Smart Home Features | <input type="checkbox"/> Other |
| <input type="checkbox"/> Flat Screen Wiring | <input type="checkbox"/> Sound System Wiring | |

Specialty Rooms

- | | | |
|---|---|--|
| <input type="checkbox"/> Exercise Room | <input type="checkbox"/> Media Room | <input type="checkbox"/> Solarium/Sunroom |
| <input type="checkbox"/> Extra Storage Room | <input type="checkbox"/> Mud Room | <input type="checkbox"/> Spa/Hot Tub Room |
| <input type="checkbox"/> Game Room | <input type="checkbox"/> Music Room | <input type="checkbox"/> Unfinished Bonus Room |
| <input type="checkbox"/> Guest Suite | <input type="checkbox"/> Sauna/Steam Room | <input type="checkbox"/> Wine Cellar |
| <input type="checkbox"/> Library/Study | <input type="checkbox"/> Second Master | <input type="checkbox"/> Other |

Fireplace Type

- | | | |
|--------------------------------------|---------------------------------------|--|
| <input type="checkbox"/> Blower Fan | <input type="checkbox"/> Freestanding | <input type="checkbox"/> Metal Box |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Gas Logs | <input type="checkbox"/> See Through Fireplace |
| <input type="checkbox"/> Decorative | <input type="checkbox"/> Gas Starter | <input type="checkbox"/> Stone |
| <input type="checkbox"/> Direct Vent | <input type="checkbox"/> Insert | <input type="checkbox"/> Wood Burning |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Masonry Box | <input type="checkbox"/> Other |

*** Kitchen Equipment**

- | | | |
|--|---|---|
| <input type="checkbox"/> Built-in Coffee Maker | <input type="checkbox"/> Cooktop-Gas | <input type="checkbox"/> Plumbed for Gas in Kitchen |
| <input type="checkbox"/> Built-in Compactor | <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Range/Oven - Gas |
| <input type="checkbox"/> Built-in Icemaker | <input type="checkbox"/> Disposal | <input type="checkbox"/> Range/Oven-Electric |
| <input type="checkbox"/> Built-in Microwave | <input type="checkbox"/> Double Oven | <input type="checkbox"/> Vent Mechanism |
| <input type="checkbox"/> Built-In Refrigerator/Freezer | <input type="checkbox"/> Drop in Range/Oven-Gas | <input type="checkbox"/> Warmer Oven Drawer |
| <input type="checkbox"/> Commercial Grade Range | <input type="checkbox"/> Duel Dishwashers | <input type="checkbox"/> Water Line to Refrigerator |
| <input type="checkbox"/> Commercial Grade Vent | <input type="checkbox"/> Duel Fuel Range | <input type="checkbox"/> Other |
| <input type="checkbox"/> Convection Oven | <input type="checkbox"/> Oven-Electric | |
| <input type="checkbox"/> Cooktop-Electric | <input type="checkbox"/> Oven-Gas | |

Kitchen Other

- | | | |
|--|--|---|
| <input type="checkbox"/> Breakfast Bar | <input type="checkbox"/> Farm Sink | <input type="checkbox"/> Second Sink |
| <input type="checkbox"/> Butlers Pantry | <input type="checkbox"/> Galley Kitchen | <input type="checkbox"/> Tile Countertops |
| <input type="checkbox"/> Concrete Countertop | <input type="checkbox"/> Granite/Granite Type Countertop | <input type="checkbox"/> Walk-in Pantry |
| <input type="checkbox"/> Corian/Corian Type Countertop | <input type="checkbox"/> Island | <input type="checkbox"/> Other |
| <input type="checkbox"/> Dumbwaiter | <input type="checkbox"/> Pot Filler | |
| <input type="checkbox"/> Eat-in Kitchen | <input type="checkbox"/> Recycle Bin | |

*** Utility Room**

- | | | |
|---|--|---|
| <input type="checkbox"/> Built-in Cabinets | <input type="checkbox"/> Laundry Chute | <input type="checkbox"/> Stacked W/D Area |
| <input type="checkbox"/> Drip/Dry Area | <input type="checkbox"/> None | <input type="checkbox"/> Utility Closet |
| <input type="checkbox"/> Dryer Hookup-Elec | <input type="checkbox"/> Room for Freezer | <input type="checkbox"/> Utility in Garage |
| <input type="checkbox"/> Dryer Hookup-Gas | <input type="checkbox"/> Second Pantry | <input type="checkbox"/> Utility in Kitchen |
| <input type="checkbox"/> Floor Drain | <input type="checkbox"/> Separate Utility Room | <input type="checkbox"/> Washer Hookup |
| <input type="checkbox"/> Full Size W/D Area | <input type="checkbox"/> Sink in Utility | <input type="checkbox"/> Other |

*** Flooring**

- | | | |
|---------------------------------------|-----------------------------------|--|
| <input type="checkbox"/> Brick/Adobe | <input type="checkbox"/> Marble | <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Carpet | <input type="checkbox"/> Parquet | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Ceramic Tile | <input type="checkbox"/> Slate | <input type="checkbox"/> Wood Under Carpet |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Stone | <input type="checkbox"/> Other |
| <input type="checkbox"/> Laminate | <input type="checkbox"/> Terrazzo | |

*** Heating/Cooling (2 Required)**

- | | | |
|---|---|--|
| <input type="checkbox"/> Additional Water Heaters | <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Space Heater |
| <input type="checkbox"/> Central Air-Elec | <input type="checkbox"/> Humidifier | <input type="checkbox"/> Two(+) Pipe (Condo) |
| <input type="checkbox"/> Central Air-Gas | <input type="checkbox"/> No Air | <input type="checkbox"/> Window Unit |
| <input type="checkbox"/> Central Heat-Elec | <input type="checkbox"/> No Heat | <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Central Heat-Gas | <input type="checkbox"/> Panel/Floor/Wall | <input type="checkbox"/> Other |
| <input type="checkbox"/> Electrostatic Air Filter | <input type="checkbox"/> Propane | |
| <input type="checkbox"/> Gas Jets | <input type="checkbox"/> Solar | |

Energy Efficiency

- | | | |
|--|---|--|
| <input type="checkbox"/> 12 inch+ Attic Insulation | <input type="checkbox"/> Foam Insulation | <input type="checkbox"/> Storm Door(s) |
| <input type="checkbox"/> 13-15 SEER AC | <input type="checkbox"/> Gas Water Heater | <input type="checkbox"/> Storm Window(s) |
| <input type="checkbox"/> 16+ SEER AC | <input type="checkbox"/> High Efficiency Water Heater | <input type="checkbox"/> Tankless Water Heater |
| <input type="checkbox"/> 90% Efficient Furnace | <input type="checkbox"/> Insulated Doors | <input type="checkbox"/> Thermo Windows |
| <input type="checkbox"/> Attic Fan | <input type="checkbox"/> Low E Windows | <input type="checkbox"/> Tinted Windows |
| <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> Programmable Thermostat | <input type="checkbox"/> Turbines |
| <input type="checkbox"/> Dehumidifier | <input type="checkbox"/> Radiant Barrier | <input type="checkbox"/> Variable Speed HVAC |
| <input type="checkbox"/> Double Pane Windows | <input type="checkbox"/> Smart Electric Meter | <input type="checkbox"/> Ventilator |
| <input type="checkbox"/> Electric Water Heater | <input type="checkbox"/> Solar Panels | |
| <input type="checkbox"/> Energy Star Appliances | <input type="checkbox"/> Solar Screens | |

Green Certification

- | | | |
|--|---|--|
| <input type="checkbox"/> Energy Star Certified | <input type="checkbox"/> HERS 101+ | <input type="checkbox"/> LEED Platinum |
| <input type="checkbox"/> Green Built N. TX | <input type="checkbox"/> HERS Rated | <input type="checkbox"/> LEED Silver |
| <input type="checkbox"/> HERS 0-85 | <input type="checkbox"/> LEED Certified | <input type="checkbox"/> NGBP-National Green |
| <input type="checkbox"/> HERS 86-100 | <input type="checkbox"/> LEED Gold | |

Green Features

- | | | |
|---|---|--|
| <input type="checkbox"/> Drought Tolerant Plants | <input type="checkbox"/> Low Flow Commode | <input type="checkbox"/> Recirculating Hot Water |
| <input type="checkbox"/> Energy Recovery Ventilator | <input type="checkbox"/> Low Flow Fixtures | <input type="checkbox"/> Solar Electric System |
| <input type="checkbox"/> Enhanced Air Filtration | <input type="checkbox"/> Mechanical Fresh Air | <input type="checkbox"/> Solar Hot Water |
| <input type="checkbox"/> ET Irrigation Control | <input type="checkbox"/> Rain/Freeze Sensors | <input type="checkbox"/> Wind Power |
| <input type="checkbox"/> Geo-thermal HVAC | <input type="checkbox"/> Rain Water Catchment | |

Handicap Amenities

(Required if answered Y to Handicap Amenities)

- | | | |
|---|---|--|
| <input type="checkbox"/> Elevator | <input type="checkbox"/> Meets ADA Guidelines | <input type="checkbox"/> Wide Doorways |
| <input type="checkbox"/> Hand Rails | <input type="checkbox"/> Ramp | <input type="checkbox"/> Other |
| <input type="checkbox"/> Lower Fixtures | <input type="checkbox"/> Wheelchair Access | |

Special Notes

- | | | |
|---|--|---|
| <input type="checkbox"/> 1 st Right of Refusal | <input type="checkbox"/> Owner/Agent | <input type="checkbox"/> Survey Available |
| <input type="checkbox"/> Affordable Housing | <input type="checkbox"/> Residential Service Contract | <input type="checkbox"/> Verify Flood Insurance |
| <input type="checkbox"/> Deed Restrictions | <input type="checkbox"/> Senior/Adult Living Community | <input type="checkbox"/> Verify Rollback Tax |
| <input type="checkbox"/> Environ Study Complete | <input type="checkbox"/> Special Assessments | <input type="checkbox"/> Verify Tax Exemptions |
| <input type="checkbox"/> Feasibility Study Available | <input type="checkbox"/> Special Contracts/Provisions | <input type="checkbox"/> Other |
| <input type="checkbox"/> Flowage Easement | | |

Proposed Financing

- | | | |
|---|---|--|
| <input type="checkbox"/> Assumable Loan | <input type="checkbox"/> FHA Assumable | <input type="checkbox"/> Texas Vet |
| <input type="checkbox"/> Bond Money | <input type="checkbox"/> Fixed | <input type="checkbox"/> Trade/Exchange |
| <input type="checkbox"/> Cash | <input type="checkbox"/> FMHA | <input type="checkbox"/> TX VET Assumable |
| <input type="checkbox"/> Contact Agent | <input type="checkbox"/> Lease Purchase | <input type="checkbox"/> VA |
| <input type="checkbox"/> Conventional | <input type="checkbox"/> Not Assumable | <input type="checkbox"/> VA Assumable |
| <input type="checkbox"/> Conventional Assumable | <input type="checkbox"/> Owner Carry First | <input type="checkbox"/> VA Reinstatement Req'd. |
| <input type="checkbox"/> Escalating | <input type="checkbox"/> Owner Carry Second | <input type="checkbox"/> Other |
| <input type="checkbox"/> Federal Land Bank | <input type="checkbox"/> Private Assumable | |
| <input type="checkbox"/> FHA | <input type="checkbox"/> Release Liability Req'd. | |

*** Possession**

- | | | |
|--|--|--------------------------------|
| <input type="checkbox"/> Closing/Funding | <input type="checkbox"/> Negotiable | <input type="checkbox"/> Other |
| <input type="checkbox"/> Lease Outstanding | <input type="checkbox"/> Specific Date | |

Total Annual Expenses Inc.

- | | | |
|---|--|--|
| <input type="checkbox"/> Accounting/Legal | <input type="checkbox"/> License/Permits | <input type="checkbox"/> Pool Service |
| <input type="checkbox"/> Common Area | <input type="checkbox"/> Maintenance | <input type="checkbox"/> Reserves |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Management | <input type="checkbox"/> Supplies |
| <input type="checkbox"/> Gas | <input type="checkbox"/> None | <input type="checkbox"/> Taxes |
| <input type="checkbox"/> Insurance | <input type="checkbox"/> Parking | <input type="checkbox"/> Water/Sewer/Trash |
| <input type="checkbox"/> Lawn | <input type="checkbox"/> Payroll | <input type="checkbox"/> Other |

*** Showing**

- | | | |
|--|---|---|
| <input type="checkbox"/> Agent Or Owner Present | <input type="checkbox"/> Combo Lockbox | <input type="checkbox"/> Key in Office |
| <input type="checkbox"/> Appointment (Appt Svc only) | <input type="checkbox"/> Contact Agent | <input type="checkbox"/> No Lock Box |
| <input type="checkbox"/> Appointment Service | <input type="checkbox"/> Courtesy Call (Appt Svc) | <input type="checkbox"/> No Sign on Lot |
| <input type="checkbox"/> Call-Key Box | <input type="checkbox"/> Go (Appt Svc only) | <input type="checkbox"/> Special |
| <input type="checkbox"/> Centralized Showing Service | <input type="checkbox"/> Go-Key Box | |

HOA Includes (Required if answered HOA Mandatory)

- | | | |
|---|--|---|
| <input type="checkbox"/> All Utilities | <input type="checkbox"/> Full Use of Facilities | <input type="checkbox"/> Security |
| <input type="checkbox"/> Back Yard Maintenance | <input type="checkbox"/> Gas | <input type="checkbox"/> Sprinkler System |
| <input type="checkbox"/> Blanket Insurance | <input type="checkbox"/> Management Fees | <input type="checkbox"/> Trash |
| <input type="checkbox"/> Electric | <input type="checkbox"/> None | <input type="checkbox"/> Water/Sewer |
| <input type="checkbox"/> Exterior Maintenance | <input type="checkbox"/> Partial Use of Facilities | <input type="checkbox"/> Other |
| <input type="checkbox"/> Front Yard Maintenance | <input type="checkbox"/> Reserves | |

Owner(s) have examined the information contained in this profile sheet and warrant that the information contained herein is true and correct to the best of their knowledge.

Owner's Signature _____

Owner's Signature _____

Signed the _____ day of _____ 20 _____

NOTE: Any information changes and/or status changes should be made on a separate listing modification form and entered into the Multiple Listing Service within the time specified in the Multiple Listing Service Rules & Regulations. I certify that a written listing agreement has been executed on the above property and that it complies with the Rules & Regulations of the Multiple Listing Service.

Participant/Subscriber for Participant _____



Notice of Change to Seller's Internet Display Options

Addendum to Listing Input Form

The purpose of this form is to provide the seller with the option to limit internet display of his/her property listing. For each option, the MLS will automatically default to "yes" unless otherwise noted below. A detailed explanation of these options can be found on page 2 of this form.

MLS # (if applicable): _____

Property Address: _____

1. Allow Internet Display? Yes _____ No _____

If "no" is selected to option #1, consumers who conduct searches for listings on the internet will NOT see information about the property.

If "no" is selected in option #1, skip #2 through #4 and sign below. If "yes" is selected, please complete the following:

2. Allow Address Display? Yes _____ No _____

3. Allow Public Comments/Reviews? Yes _____ No _____

4. Allow AVM? Yes _____ No _____

Seller 1 Signature

Seller 2 Signature

Date: _____

Listing Agent/Broker Signature

Date: _____

Explanation of Seller's Internet Display Options:

1. Allow Internet Display

If "no" is selected, your listing will not be included in NTREIS MLS data feeds to internet websites that display property listing data, whether intended for advertising the property (IDX sites, Realtor.com, NTREIS Translator, etc.) or for providing online brokerage services (Virtual Office Websites "VOW"). *Please note that brokers do not have the option to opt-out of VOW but are able to make selections based on their preferences for IDX, Realtor.com and NTREIS Translator. This is done in NTREIS Listings by clicking on My Tools>My Page>Office Participation.)*

2. Allow Address Display

If "no" is selected, the address (street number and name) of your property will be hidden on websites receiving data feeds from NTREIS MLS that result in internet listing display, whether intended for advertising the property as noted in #1 or for providing online brokerage services (VOW).

3. Allow Public Comments/Reviews

Some websites that display MLS listing data may provide functionality that permits consumers to enter comments or reviews of the listing properties. If "no" is selected, the website may not collect or display comments or reviews of the listing or by hyperlink to such comments or reviews. Please note that the broker displaying the listing on his/her VOW may add commentary representing his/her professional judgment regarding the listing's value, etc.

4. Allow AVM

Some websites that display MLS listing data may provide an automated valuation model (AVM) function or service. An AVM uses statistical calculations to estimate the value of a listed property based on data from available public records, the MLS, and other sources and incorporating certain assumptions. The seller(s), by selecting "no," may prohibit display of an AVM of his/her listing adjacent to the listing display.