

**CENTRAL VIRGINIA REGIONAL MLS
SINGLE FAMILY DATA INPUT FORM**

SHADING INDICATES THE FIELD IS REQUIRED

| | | | |
|--------------------------|----------------------|----------------------|--|
| <input type="checkbox"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Status | List Date | Expiration Date | List Price |
| | | | Delayed Showing (Y/N) (required if status = active) |

Property Information

| | | | | |
|----------------------------------|----------------------|----------------------|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| County / City | Area | Tax Map | Section | Block |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Lot | Prefix | Parcel/CD | Suffix | |
| <input type="text"/> | | | | |
| Tax ID | | | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Street # | St Dir | Street Name | Street Ext | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | | <input type="text"/> |
| | Zip + 4 | Post Office | | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | | |
| Map Book | Coordinates | | | |
| Legal Desc: <input type="text"/> | | | | |

Agent Information

| | | |
|---------------------------------|----------------------|-----------------------|
| <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Listing Office Code | Listing Agent Code | Co-Listing Agent Code |
| Agent Name <input type="text"/> | | |

Additional Listing Information

| | | | | | |
|---|---|---|--|---|----------------------|
| <input type="text"/> | Disclosure / Disclaimer: | <input type="text"/> | Lead Disclosure | <input type="text"/> | <input type="text"/> |
| List Type | | No Form Office Not Required Property (Circle One) | | No Form Office Not Required Property (Circle One) | |
| Other Compensation Type: <input type="text"/> | Other Comp Amount: <input type="text"/> | Other Dual / Var Comp: <input type="text"/> | | | |
| Buy Agent: <input type="text"/> | Buy Agent Comp: <input type="text"/> | Buy Dual / Var Comp: <input type="text"/> | | | |
| <input type="text"/> | Bonus | | Limited Representation: <input type="text"/> | | |

Neighborhood Information

| | | | | | |
|-------------------------------------|----------------------|----------------------|--|----------------------|----------------------|
| <input type="text"/> | <input type="text"/> | | | | |
| ATT | Subdivision | | | | |
| DET | | | | | |
| Type (Circle one) | Elementary School: | <input type="text"/> | | | |
| | Middle School: | <input type="text"/> | | | |
| | High School: | <input type="text"/> | | | |
| | Neighborhood: | <input type="text"/> | | | |
| | PUD: | <input type="text"/> | | | |
| Directions: <input type="text"/> | | | | | |
| <input type="text"/> | | | | | |
| <input type="text"/> | | | | | |
| <input type="text"/> | | | | | |
| <input type="text"/> | | | | | |
| Lot Dimensions | | Acres | | Zoning | |
| <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> | <input type="text"/> |
| Road Frontage | Water Frontage | Association (Y/N) | THESE FIELDS REQUIRED IF ASSOCIATION = "Y" | | |
| | | | Mrshp Req'd | Fee | Fee Period |

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| | |
|--|---|
| ----- Items Not Included ----- Take Photo | Showing Instructions (Circle One) No LB Call Owner No LB Call Agent No LB Call Tenant No LB Go Direct LB Call Owner LB Call Agent LB Call Tenant LB Go Direct |
| ----- Additional Showing Instructions ----- | |

Building Information

| FIN SF | UNFIN SF | AGENT SQUARE FEET NOTES | | | | | |
|--|----------|-------------------------|------------|------------------------------------|--------|-------------|------------|
| #ROOMS | #BRS | # LEVELS | BSMT (Y/N) | GARAGE (Y/N) | # CARS | #FP | POOL (Y/N) |
| | | | | (# of Cars Required if Garage = Y) | | | |
| Room | Length | Width | Level | Description | | | |
| Living: | --- | X | --- | ----- | | | |
| Dining: | --- | X | --- | ----- | | | |
| Kitchen: | --- | X | --- | ----- | | | |
| Family: | --- | X | --- | ----- | | | |
| Foyer: | --- | X | --- | ----- | | | |
| Great: | --- | X | --- | ----- | | | |
| Office/Study: | --- | X | --- | ----- | | | |
| Recroom | --- | X | --- | ----- | | | |
| Florida: | --- | X | --- | ----- | | | |
| Laundry/Util: | --- | X | --- | ----- | | | |
| Master BR: | --- | X | --- | ----- | | | |
| Bedroom 2: | --- | X | --- | ----- | | | |
| Bedroom 3: | --- | X | --- | ----- | | | |
| Bedroom 4: | --- | X | --- | ----- | | | |
| Bedroom 5: | --- | X | --- | ----- | | | |
| -----: | --- | X | --- | ----- | | | |
| -----: | --- | X | --- | ----- | | | |
| FULL BATH | | | | | | | |
| Bsmt: | --- | DESCRIPTION | | Lvl 1: | --- | DESCRIPTION | |
| Lvl 2: | --- | DESCRIPTION | | Lvl 3: | --- | DESCRIPTION | |
| (FULL BATH DESCRIPTION CAN BE "TUB", "SHOWER", "TUB & SHOWER") | | | | | | | |
| HALF BATH: Bsmt: --- Lvl 1: --- Lvl 2: --- Lvl 3: --- | | | | | | | |

Financial Information

DISAB. EQUIPPED (Y/N): ___ YEAR BUILT / DESCRIPTION: _____ / _____ TAX YEAR: _____

ASSD LAND: _____ ASSD IMPRV: _____ ANNUAL TAXES: _____

ASSD TOTAL: _____ OWN AGENT (Y/N): ___ OCC BY: _____ "O"WNER, "T"ENANT, "V"ACANT, "OT"HER

OWNER NAME: _____ (_____) _____ - _____
OWNER PHONE

OCCUPANT NAME: _____ (_____) _____ - _____
OCCUPANT PHONE

ASSUMABLE (Y/N): ___ IF ASSUMABLE = YES, THESE FIELDS ARE REQUIRED:

APPL REQD (Y/N): ___ MORTGAGE BAL: _____ MORTGAGE RATE: _____

PITI: _____ YEARS REMAINING: _____ EQUITY: _____

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OTHER ASSUMABLE INFO: _____ HOME WARRANTY: _____

CONTINGENCY: _____

REMARKS (MAXIMUM # OF CHARACTERS/LETTERS FOR REMARKS = 345):

AGENT ONLY COMMENTS (MAXIMUM # OF CHARACTERS/LETTERS FOR COMMENTS = 230):

Features

Lot Description (3)

ADDT PARCELS
CITY VIEW
CORNER
CUL-DE-SAC
DEAD END STREET
FRUIT TREES
IRREGULAR
LANDLOCKED
LEVEL
ON GOLF COURSE
PAPER STREET
PARK LIKE
SLOPING
STEEP SLOPES
STREET LIGHTS
SUBDIVIDABLE
WATERFRONT
WATERVIEW
WOODED
ZERO LOT LIN

Water Type (5)

ACCESS
BAY FRONTAGE
BEACH
CREEK FRONTAGE
DOCK/MOORING
HARBOR FRONT
LAKE
LAKE FRONTAGE
OCEAN/BAY FRONTAGE
POND
RIPARIAN RHT
RIVER
RIVER FRONTAGE
SOUND FRONTAGE
STREAM
WALK TO WATER
WATER ACCESS
WHITewater

Style (2)

2-STORY
A-FRAME
CAPE
COLONIAL
CONTEMPORARY
COTTAGE/BUNGALOW
CUSTOM
DUTCH COLONIAL
FARM HOUSE
GENTLEMAN FARM
LOG
MEDITERRANEAN/SPANISH
MOBILE HOME
MODULAR
OTHER
PATIO HOME
RANCH
ROWHOUSE
SALT BOX
SPLIT FOYER
TRANSITIONAL
TRI-LEVEL / QUAD LEVEL
TUDOR
VICTORIAN

Fireplace (4)

BRICK
DIRECT VENT
GAS
NON - VENTED
NON - WORKING
PREFABRICATE
STONE
WOOD BURNING

Structure (2)

BLOCK
BRICK
CONCRETE
FRAME
LOG
METAL
OTHER
STONE
WOOD

Wall Type (4)

DRYWALL
GLASS
GLASS BLOCK
MIXED
PANELING
PLASTER
OTHER
WOOD

Flooring (4)

CARPET - PART
CARPET - W - W
CONCRETE
GRANITE
LAMINATE
LINOLEUM
MARBLE
SLATE
TILE
TILE - CERAMIC
VINYL
WOOD
WOOD - PARQUET
WOOD - PART

Basement (3)

BASEMENT - FULL
BASEMENT - PART
CRAWL SPACE
DIRT
FINISHED - COM
FINISHED - PART
FLOORED
GARAGE ACCESS
HEATED
LOCKED STORAGE
OTHER
SLAB
UNFINISHED
WALK - OUT
WORKSHOP

Siding (2)

ALUMINUM
ASBESTOS
ASPHALT
BLOCK
BRICK
BRICK VENEER
CEDAR
CEDAR SHAKE
CEMENT LAPBOX
CLAPBOARD
GLASS
HARDBOARD
LOG
OTHER
REDWOOD
SHINGLE
STEEL
STONE
STUCCO
SYNTH STUCCO
T 111
VINYL
WOOD

Roof (3)

ASBESTOS
ASPHALT
BUILT-UP
COMPOSITION
CONCRETE COM
DIMENSIONAL
FLAT
METAL
OTHER
RUBBER
SHINGLED
SLATE
SLATE-MANUFACTURED
SLOPED
TAR & GRAVEL
TILE
WOOD

Attic (3)

ACCESS PANEL
EXPANDABLE
FINISHED
NO ATTIC
PART FINISHED
PULL DOWN
WALK - IN
WALK - UP

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Appl / Eqp (15)

ATTIC FAN
CENTRAL VAC
COMPACTOR
COUNDTERTOP RANGE
DISHWASHER
DISPOSAL
DOUBLE OVEN
DOWNDRAFT RANGE
DROP - IN RANGE
DRYER
ELECTRIC COOKING
ELECTRIC AIR CLN
EXHAUST FAN
FREEZER
GAS COOKING
GAS GRILL
HUMIDIFIER
ICE MAKER
INTERCOM
MICROWAVE
OVEN
REFRIGERATOR
SATELLITE DISH
SELF/CON CLE
SMOKE ALARM
STACK WASHER/DRYER
STOVE
STOVE HOOD
SUMP PUMP
WALLOVEN
WASHER
WATER PURIFIER
WATER SOFTENER

Interior (10)

1 ST FLOOR MASTER BEDROOM
1 ST FLOOR BEDROOM
1 ST FLR BDRM W/ FULL BATH
9' + CEILINGS
ATRUIM
BAY / BOW WINDOW
BEAMED CEILING
BREAKFAST NOOK
BREEZEWAY
BUILT-IN CABINET / BOOKCASES
BUTLERS PANTRY
CATHEDRAL CEILING
CABLE TV
CEILING FAN
CENTER HALL
DINING AREA
DOUBLE VANITY
DSL
DRYER HOOKUP
EAT - IN - KITCHEN
FIRE SPRINKLER
FIREPLACE INSERT
FORMAL DINING ROOM
FRENCH DOORS
HOT TUB
HOUSEKEEPERS QUARTERS
INTERNAL BALCONY
INTERNET READY
ISLAND
JETTED TUB
LOFT
MBR BATH
PANTRY
RECESSED LIGHTING
ROUGHIN BATH
SATELLITE DISH
SECURITY SYSTEM
SEPARATE SUITE
SKYLIGHT
STACK WSHR/DRYER HOOKUP
STEAM SHOWER
SUNKEN TUB
TRACK LIGHTING
TRAY CEILING
WALK - IN CLOSET
WASHER HOOKUP
WET BAR
WINDOW TREATMENT
WORKSHOP

Exterior (10)

AWNINGS
BARN / STABLE
BOAT LIFT
BULKHEAD / RIP
CONTROLLED ACCESS
DOCK / PIER
GAZEBO
GREEN HOUSE WN
GUEST HOUSE
HORSE PERMITTED
HOT TUB
INSULATED DOORS
IRRIGATION SYSTEM
LEAD GLASS WINDOWS
OUT BUILDING
OUTDOOR LIGHTING
PALLADIAN WINDOWS
PRIVATE STORAGE
PUBLIC PARK
SAUNA
SCREENS
SLIDING DOOR
STAINED GLASS
STORAGE SHED ATTACHED
STORAGE SHED DETACHED
STORM DOORS
STORM WINDOWS
SWING SETS
TENNIS COURT
THERMAL WINDOWS

Amenity (10)

ASSOCIATION
BASKETBALL
CLUBHOUSE
COMMON AREA
COMMON LAUNDRY
COMMUNITY ROOM
CONTROLLED ACCESS
DOCK
ELEVATOR
EXERCISE ROOM
EXTRA STORAGE
GATED COMMUNITY
GOLF COURSE
HOT TUB
JOGGING PATH
KIDDIE POOL
LANDSCAPING
LIFEGUARD
MARINA
ON BUS LINE
PLAYGROUND
PROFESS MGMT
PUTTING GREEN
RESIDENT MANAGER
ROAD MAINT
SAUNA
SECURITY GUARD
TENNIS COURT

Pool (5)

ABOVE GROUND
COMMUNITY/OFF-SITE
CONCRETE
COVERED
FINCED
GUNITE
HEATED
HOT TUB
IN GROUND
INDOOR
LAP POOL
MEMBERSHIP REQ'D
OTHER
OUTDOOR
POOL EQUIPMENT
POOL HOUSE
SELF - CLEANER
VINYL
WITH SPA
WITHIN YARD

Fenced (3)

ALL FENCED
BARBED
BOARD
CEDAR
CHAIN LINK
COMBINATION
DECORATIVE
ELECTRIC
FRONT ONLY
INVISIBLE
NO FENCING
PART FENCED
PICKET
PRIVACY
REAL ONLY
SECURITY
SPLIT RAIL
WALL
WROUGHT IRON

Porch (2)

BALCONY
DECK
FRONT
FRONT FULL
FRONT COUNTRY
GLASS
PATIO
REAR
SCREENED
SIDE
SLEEPING PORCH
STOOP
WRAP AROUND

Heatfuel (3)

COAL
ELECTRIC
GEOTHERMAL
MULTI - FUEL SYSTEM
NATURAL GAS
NONE
OIL
OTHER
PROPANE GAS
SOLAR
WOOD

Heating (3)

2 ZONED HEAT
3 OR MORE ZONES
BASEBOARD
COAL STOVE
ELECTRIC
FLOOR FURNACE
FORCED HOTAIR
GEOTHERMAL
HEAT PUMP
HOT WATER
HOT WATER COIL
OTHER
RADIANT
RADIATOR
SPACE HEATER
STEAM
TIMER THERMOSTAT
WALL FURNACE
WOOD STOVE

Cooling (3)

2 ZONED AC
3 OR MORE ZONES
CENTRAL AIR
ELECTRIC
GAS A/C
GEOTHERMAL
HEAT PUMP
INDIVIDUAL WALL UNITS
INDIVIDUAL WINDOW UNITS
NONE
OTHER
TIMER THERMOSTAT
WHOLE HOUSE FAN

Water Heater (2)

ELECTRIC
INSTANT HOT
INSULATED
NATURAL GAS
OFF FURNACE
OIL
OTHER
PROPANE GAS
SOLAR
TANK
TANKLESS

Water / Sewer (2)

COMMUNITY SEWER
COMMUNITY WELL
OTHER
PUBLIC SEWER
PUBLIC WATER
SEPTIC
WELL

Parking (3)

ASSIGNED
CARPORT
CIRCULAR DRIVE
COMMON DRIVE
COVERED
DOUBLE WIDTH
IN ALLEY
NO PARKING
OFF STREET
ON STREET
OPEN LOT
PAVED DRIVEWAY
UNDERGROUND
UNPAVED DRIVEWAY
VALET
VISITOR

Garage (6)

APARTMENT
ATTACHED
AUTO DOOR OPENER
DETACHED
DIRECT ENTRY
FINISHED
HEATED
NO GARAGE
OTHER
OVERSIZED
STORAGE ABOVE
UNFINISHED
WORKSHOP

Disability Equip (5)

ADAPTED
BARRIER FREE
ELEVATOR
ENTRY RAMP
GRAB BARS
LOWER CABINET/COUNTER
OTHER
RAMP
ROLL IN SHOWER
SHOWER SEAT
SENSORY
STAIR LIFT
WHEELCHAIR ADAPTED
WIDE DOORWAYS

Fee (2)

COMMUNITY ASSOCIATION
CONDO ASSOCIATION
COOPERATIVE
OWNERS ASSOCIATION
ROAD MAINTENANCE

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Restrictions (5)

AGE-RESTRICTED COMMUNITY
ARCHITEC DES
ASSOC RESTRC
BLDG MORATOR
BLDG RESTRICTION
CROPS2B HARV
DEED RESTRICTION
EASEMENT
FLOOD INSURANCE
FLOOD PLAIN
HEALTH DEPT
HISTORIC
MINERAL RIGHTS
NO MOBILE HOMES
OTHER
RIGHT OF WAY
SUBDIV RESTR
VARIANCE NEEDED
WTRFRNT REST
WETLANDS
ZONING RESTRICTED

Sale Terms (7)

ASSUMP FIXED
ASSUMP SECOND
ASSUMP VARIABLE
CASH
CONVENTIONAL
FARM HOME ADM
FHA
FEDERAL LAND
FED MTG HSAD
LEASE PURCHASE
NEGOTIABLE
OWNER MAY FINANCE
PRIVATE
VA
VHDA
WILL TRADE
WRAP

Fee Included (10)

COMM AR MNT
COMMUNITY UTILITIES
CLUBHOUSE
EXTERIOR MAINTENANCE
INSURANCE
MGMT FEES
POOL
RECREATIONAL FACILITIES
SECURITY
SEWER
SNOW REMOVAL
TRASH REMOVAL
WATER
WATER ACCESS
YARD MAINTENANCE

Building / Structure (10)

BARN
CABIN
CORN CRIB
COTTAGE
DAIRY
FEED BARN
GARAGE
GREENHOUSE
HAY BUILDING
LIVESTOCK
MOBILE HOME
PUMP HOUSE
SHED
SMOKE HOUSE
STABLE
STORAGE
TACK ROOM
TOBACCO BUILDING
UTILITY BUILDING

Possession (2)

AT CLOSING
IMMEDIATE
NEGOTIABLE
OTHER
TENANT RIGHTS

Farm Type (6)

CATTLE
CROPS
DAIRY
HORSE
LIVESTOCK
NURSERY
ORCHARD
POULTRY
TREE

Owned By (3)

BANK-OWNED BY
FORECLOSURE
CORPORATE
ESTATE
INDIVIDUALS
GOVERNMENT
OTHER
PARTNERSHIP

Irrigation Src (3)

IRRIGATED
LAKE
POND
RIVER
CREEK / STREAM