

(*) INDICATES REQUIRED FIELD

DO NOT ABBREVIATE

Agent Name: _____

Listing #: _____

BASIC LISTING INFORMATION

*Area (AR):

*Parcel Number (PIN):

*Street Number (HSN):

Multiple PIN Numbers (MPN): Y/N

Compass Pt (CP): Note: Where City=Chicago, Compass Point is required.

*Street Name (STR):

*Street Suffix: *Street Suffix: AVE-Avenue; BLVD-Boulevard; CIR-Circle; CT-Court; DR-Drive; HWY-Highway; LN-Lane; PKWY-Parkway; PL-Place; PLZ-Plaza; RD-Road; SQ-Square; ST-Street; TER-Terrace; TRL-Trail; WAY-Way; No Street Suffix=Blank

*City (CIT): State: *Zip (ZP): - (zip4-optional)

*County (CNY): *Illinois Counties: Cook, DuPage, Kane, Lake, DeKalb, Will, Kankakee, Kendall, Jo Daviess, Grundy, Lee, McHenry, Boone, Winnebago, Stephenson, LaSalle, Livingston, Outside of Illinois CNY=Other

*Township (TWN): *Corporate Limits of - OR - Unincorporated (CRP):

*List Price (LP): *List Date (LD): / / *Expiration Date (XD): / /

*Listing Agent (LAG): *Listing Office (LO):

GENERAL INFORMATION

*Directions: (Maximum 56 characters)

Start from a major intersection/street - Use Compass Points (i.e. N, E, S, W) for directionals

Coordinates: *North (N): *South (S): *East (E): *West (W):

Subdivision (SUB): Census Tract (CT): 0=None

*Elementary School District (GSD): Elementary School (GS):

*Junior High District (JHD): Junior High (JH):

*High School District (HSD): High School (HS):

Other Public School District (OSD): Other Public School (OT):

*Ownership (OWN): CD-Condo; FS-Fee Simple; HA-Fee Simple w/H.O. Assn. Approx. Year Built (BLT): *Built before 1978 (B78): Y/N

Est. Occupancy Date (OD): / / Wall Insulation (WI): Ceiling Insulation (CI):

If data entered into the AGE field indicates "New", Occupancy Date, Wall & Ceiling Insulation (Lowest "R" Values) are Required

***Age (AGE):**

New/Proposed Construction Options (NCO):

Area Amenities (AMN):

***Other Information (INF):**

- A: 1-5 Years
- B: 6-10 Years
- C: 11-25 Years
- D: 26-50 Years
- E: 51-100 Years
- F: 100+ Years
- H: New Ready for Occupancy
- I: Recent Rehab.
- K: New - Proposed Construction
- L: New - Under Construction
- M: Unknown
- N: New - Will Build to Suit

- A: Air Purifier/Humidifier
- B: Appliance Package/Allowance
- C: Basement/Lower Level Exterior Exit
- D: Basement/Lower Level Finished
- E: Basement/Lower Level Studd in Bath
- F: Central Air
- G: Central Air Ready
- H: Deck/Patio/Screened Porch
- I: Electrical Allowance
- J: Energy Efficient Package
- K: Exterior Brick/Cedar
- L: Fireplace
- M: Basement
- N: Garage
- O: Hardwood/Ceramic Floors
- P: Hot Tub/Pool
- Q: Landscaping
- R: Oak Trim/Oak Staircase
- S: Roof Cedar/Shakes/Tile
- T: Skylight(s)
- U: Upgrade Carpet/Pad/Vinyl
- V: Upgrade Interior/Exterior Door(s)
- W: Vaulted/Cathedral Ceilings
- X: Vinyl Clad Windows
- Y: Whirlpool Tub
- Z: Other

- A: Clubhouse
- B: Park/Playground
- C: Pool
- D: Tennis Courts
- E: Horse-Community Barn
- F: Horse Riding Area
- G: Horse Riding Trails
- H: Landing Strip
- I: Pond/Lake
- J: Dock-Community
- K: Water Rights

- A: Exceptions-Call List Office
- B: Exclusions-Call List Office
- C: Home Warranty
- D: List Agent Must Accompany
- E: Reserve Fee Required
- F: School Bus Service
- G: Commuter Bus
- H: Commuter Train
- I: Court Ordered/Bank Sale
- J: Tear-Down/Will Build to Suit
- N: None

* Waterfront (WF): Y/N

REMARKS (Maximum 420 characters)

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EXTERIOR FEATURES

*Lot Dimensions (DIM): [Grid of 20 boxes]

Acreage: [Grid of 5 boxes]

Model (MOD): [Grid of 6 boxes]

*Type of House (TPE):

- A: 1 Story
B: 1.5 Story
C: 2 Stories
D: 3 Stories
E: 4+ Stories
F: Coach House
G: Earth
H: Hillside
I: Raised Ranch
J: Split Level
K: Split Level w/Sub
L: Other

Style of House (STY):

- A: American 4-Sq.
B: Bi-Level
C: Brownstone
D: Bungalow
E: Cape Cod
F: Colonial
G: Contemporary
H: Cottage
I: English
J: Farmhouse
K: French Provincial
L: Georgian
M: Greystone
N: Log
O: Mediterranean/Spanish
P: Prairie
Q: Quad Level
R: Queen Anne
S: Ranch
T: Row House
U: Step Ranch
V: Traditional
W: Tri-Level
X: Tudor
Y: Victorian
Z: Other

*Exterior Building Type (EXT):

- A: Aluminum/Vinyl/Steel Siding
B: Brick
C: Cedar
D: Frame
E: Block
F: Dryvit Type
G: Glass
H: Log
I: Masonite
J: Shakes
K: Stucco
L: Stone
M: Marble/Granite
N: Concrete
O: Asbestos Siding
P: Limestone
Q: Slate
R: Other
S: Clad Trim

*Lot Size (LSZ):

- A: Less than .25 Acres
B: .25 - .49 Acres
C: .50 - .99 Acres
D: 1.0 - 1.99 Acres
E: 2.0 - 4.99 Acres
F: 5.0 - 9.99 Acres
G: 10+ Acres
K: Oversized Chicago Lot
L: Standard Chicago Lot

Lot Description (LDS):

- A: Beach
B: Chain of Lakes Frontage
C: Channel Front
D: Common Grounds
E: Corner
F: Cul-De-Sac
G: Dimensions to Center of Road
H: Fenced Yard
I: Forest Preserve Adjacent
J: Golf Course Lot
K: Horses Allowed
L: Irregular
M: Lake Front
N: Landscaped Professionally
O: Legal Non-Conforming
P: Paddock
Q: Park Adjacent
R: Pond
S: River Front
T: Stream
V: Water View
W: Wooded
X: Rear of Lot

Foundation (FND):

- A: Block
B: Brick
C: Concrete
D: Pillars
E: Reinforced Caisson
F: Stone
G: Wood
H: Other

Roof Type (ROF):

- A: Asphalt/Glass (Rolled)
B: Asphalt/Glass (Shingles)
C: Metal
D: Rubber
E: Slate
F: Tar & Gravel
G: Tile
H: Wood Shakes/Shingles
L: Other

Other Improvements

- (IMPO):
A: Curbs/Gutters
B: Gated Entry
C: Sidewalks
D: Street Lights
E: Street Paved
F: Other

*Parking Type (PKN): [Grid of 2 boxes]

- G-Garage(s)
S-Space(s)
N-None

*Number of Cars (CARS): [Grid of 2 boxes]

*Parking (PAR):

- A: Assigned Spaces-1
B: Assigned Spaces-2 or more
C: Unassigned
D: Off Alley
E: Off Street
F: Side Apron
G: Underground/Covered
I: Fee/Leased
J: Zoned Permit
K: Visitor Parking
L: Valet
M: None/Not Applicable
N: Deeded Sold Separately
O: On-Site
P: Off-Site

*Garage Type (GAR):

- A: Attached
B: Detached
C: 1 Car Garage
D: 1.5 Car Garage
E: 2 Car Garage
F: 2.5 Car Garage
G: 3 Car Garage
H: 3+ Car Garage
M: Garage Door Opener(s) (Auto)
N: Transmitter(s)
O: Carport
P: Heated
Q: Leased
R: Owned
S: Underground
U: None
V: Deeded Sold Separately
W: On-Site
X: Off-Site
Z: Tandem

Driveway (DRV):

- A: Asphalt
B: Brick
C: Concrete
D: Dirt
E: Gravel
F: Circular
G: Shared
H: Off Alley
I: Side Drive
J: Heated
K: Other

UTILITIES

*Air Conditioning (AIR):

- A: Central Air
B: Partial
C: Space Pac
D: 1 - Window/Wall Unit
E: 2 - Window/Wall Units
G: 3+ Window/Wall Units
H: Zoned
I: None

*Water (IMPW):

- A: Lake Michigan
B: Public
C: Private Company
D: Well Community
E: Well Private
F: Well Private Company
G: Well Shared
H: Other

*Sewer (IMPS):

- A: Septic - Mechanical
B: Septic - Private
C: Septic - Shared
D: Sewer - Public
E: Sewer Storm
F: Holding Tank(s)
G: Overhead Sewers
H: Other

Electricity (ELC):

- A: Circuit Breakers
B: Fuses
C: 200+ Amp Service
D: 150 Amp Service
E: 100 Amp Service
F: 60 Amp Service
G: 30 Amp Service

*Heat/Fuel (HEA):

- A: Gas
B: Electric
C: Oil
D: Propane
E: Solar
F: Forced Air
G: Hot Water/Steam
H: Baseboard
I: Radiant
J: Gravity Air
K: Heat Pump
L: Radiators
M: Space Heater(s)
N: 2+ Separate Heating Systems
O: Individual Controls
P: Zoned
Q: Other
R: None

Equipment (EQP):

- A: Humidifier
B: Water Softener-Owned
C: Water Softener-Rented
D: Central Vacuum
E: TV-Cable
F: TV-Dish
G: TV Antenna
H: TV-Rotor
I: Security System
J: Intercom
K: Fire Sprinklers
L: CO Detectors
M: Ceiling Fans
N: Fan - Attic Exhaust
O: Fan - Whole House
P: Sump Pump
Q: Sprinkler Lawn
R: Air Cleaner
S: Air Exchanger

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INTERIOR FEATURES

Approx. Sq Ft (ASF):

of Fireplaces (FP):

*Total Number of Rooms (RMS):

*Bedrooms (BR):

*Total Full/Half Baths (BTH):

*Master Bedroom Bath (MBB): Y/N

*Basement (BMT): Y/N

*Basement Bathrooms (BB): Y/N

Other Features (FEA):

- A: Handicapped Access
- B: Handicapped Equipped
- C: Deck
- D: Patio
- E: Porch Screened
- F: Vaulted/Cathedral Ceiling
- G: Skylight(s)
- H: Balcony
- I: Porch
- J: Gazebo
- K: Greenhouse
- L: Storage Shed
- M: Dog Run/Invisible Fence
- N: Horse Barn/Pole Barn
- O: Tennis Court(s)
- P: Boat Dock/Mooring
- Q: Pool Above Ground
- R: Pool In-Ground
- S: Pool Indoors
- T: Hot Tub
- U: Sauna/Steam Room
- V: Bar-Dry
- W: Bar-Wet
- X: Roof Deck

***Basement (BAS):**

- A: Full
- B: Partial
- C: Walkout
- D: Finished
- E: Partially Finished
- F: Unfinished
- G: Crawl
- H: Cellar
- I: English
- J: Sub-Basement
- K: Slab
- L: Exterior Access
- M: Other
- N: None

Attic (ATC):

- A: Dormer
- B: Finished
- C: Full
- E: Interior Stair
- F: Pull Down Stair
- G: Unfinished

Bath Amenities (BAT):

- A: MBR - Full
- B: MBR - 1/2
- C: Shared Master Bath
- D: Whirlpool
- E: Separate Shower
- F: Handicap Shower
- G: Steam Shower
- H: Double Sink
- I: Bidet

Fireplace Type (FPL):

- A: Location-Family Room
- B: Location-Living Room
- C: Location-Master Bedroom
- D: Location-Basement
- E: Location-Other
- F: See through/Multi Sided
- G: Wood Burning
- H: Wood Burning Stove
- I: Attached Fireplace Doors/Screen
- J: Electric
- K: Gas Logs
- L: Gas Starter
- M: Heattilator Type System
- N: Includes Accessories
- O: Portable/Ventless
- P: Decorative Only
- Q: Foundation Only

	Size	Level	Flooring	Window Treatments (Y/N)
Living Room (LRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*LRL: <input type="text"/>	LRF: <input type="text"/>	LRW: <input type="text"/>
Dining Room (DRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*DRL: <input type="text"/>	DRF: <input type="text"/>	DRW: <input type="text"/>
Kitchen (KTS):	<input type="text"/> <input type="text"/> <input type="text"/>	*KTL: <input type="text"/>	KTF: <input type="text"/>	KTW: <input type="text"/>
Family Room (FRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*FRL: <input type="text"/>	FRF: <input type="text"/>	FRW: <input type="text"/>
Master Bedroom (MBS):	<input type="text"/> <input type="text"/> <input type="text"/>	*MBL: <input type="text"/>	MBF: <input type="text"/>	MBW: <input type="text"/>
2nd Bedroom (B2S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B2L: <input type="text"/>	B2F: <input type="text"/>	B2W: <input type="text"/>
3rd Bedroom (B3S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B3L: <input type="text"/>	B3F: <input type="text"/>	B3W: <input type="text"/>
4th Bedroom (B4S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B4L: <input type="text"/>	B4F: <input type="text"/>	B4W: <input type="text"/>
Addl Rm 1 Name (A1N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A1L: <input type="text"/>	A1F: <input type="text"/>	A1W: <input type="text"/>
Addl Rm 2 Name (A2N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A2L: <input type="text"/>	A2F: <input type="text"/>	A2W: <input type="text"/>
Addl Rm 3 Name (A3N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A3L: <input type="text"/>	A3F: <input type="text"/>	A3W: <input type="text"/>
Addl Rm 4 Name (A4N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A4L: <input type="text"/>	A4F: <input type="text"/>	A4W: <input type="text"/>
Addl Rm 5 Name (A5N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A5L: <input type="text"/>	A5F: <input type="text"/>	A5W: <input type="text"/>

Level Choices:
 B-Basement; W-Walkout Basement; L-Lower;
 1-Main Level; 2-2nd Level; 3-3rd Level; 4-4th Level;
 A-Attic; N-Not Applicable

Flooring Choices:
 C-Carpet; H-Hardwood; P-Parquet; V-Vinyl; T-Ceramic Tile;
 M-Marble; W-Wood Laminate; O-Other

"SEARCHABLE" Additional Room Name Choices:
 2KT-2nd Kitchen; ATR-Atrium; ATC-Attic; BAL-Balcony; BAR-Bar;
 BON-Bonus; BR5-5th Bedroom; BR6-6th Bedroom; BR7-7th
 Bedroom; BR8-8th bedroom; BR9-9th Bedroom; B10-10th
 Bedroom; B11-11th Bedroom; B12-12th Bedroom; BRK-Breakfast
 Room; DEN-Den; DRK-Dark Room; DEC-Deck; EAS-Eating Area;
 ENP-Enclosed Porch; EXC-Exercise Room; FOY-Foyer; GAL-
 Gallery; GAM-Game Room; GRT-Great Room; LDY-Laundry; LIB-
 Library; LOF-Loft; MAI-Maid's Room; MED-Media Room; MUD-Mud
 Room; NUR-Nursery; OFF-Office; PAN-Pantry; PLY-Play Room;
 REC-Recreation Room; SCP-Screened Porch; SEW-Sewing Room;
 SIT-Sitting Room; STE-Suite; STY-Study; STG-Storage; SUN-
 Sunroom; TAN-Tandem Room; TER-Terrace; THR-Theatre Room;
 UTIL-Utility Room; WIC-Walk In Closet; WRK-Workroom; OTH-
 Other

Dining Room (DIN):

- A: Separate
- B: Combined w/Living Room
- C: Combined w/Family Room
- D: L Shaped

Kitchen Type (KIT):

- A: Eating Area-Breakfast Bar
- B: Eating Area-Table Space
- C: Galley
- D: Island
- E: Pantry-Butler
- F: Pantry-Closet
- G: Pantry-Walk-in

Appliances (APP):

- A: Oven-Double
- B: Oven/Range
- C: Microwave
- D: Dishwasher
- E: Dishwasher-Portable
- F: Refrigerator
- G: Refrigerator-Bar
- H: Freezer
- I: Washer
- J: Dryer
- K: Disposal
- L: Compactor-Trash
- M: Grill-Indoor
- N: Grill-Outdoor

Other Rooms (OTR):

- A: 1st Floor Bedroom
- B: Darkroom
- C: Den/Office/Study
- D: Enclosed Balcony
- E: Exercise Room
- F: Family Room
- G: Gallery/Foyer
- H: Great Room
- I: In-Law Arrangement*
- J: Kitchen Second
- K: Library
- L: Loft
- M: Maid's Room
- N: Porch - Enclosed
- O: Porch - Screened
- P: Recreation
- Q: Sitting Room
- R: Sunroom/Florida Room
- T: Utility/Laundry - 1st Floor
- U: Utility/Laundry - 2nd Floor
- V: Workshop

* Check Local Ordinances

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TAX/ASSESSMENTS

*Tax Year (TXY):

*Taxes (TAX): (\$)

Tax Exemptions (TXC): H-Homeowner; S-Senior
O-Other; N-None

*Special Assessments &/or Special Service Area (SAS): Y/N/U

*Assessment/Association Dues \$ (ASM): 999-Not Fully Assessed; 0-None

*Frequency (FREQ): A-Annual; M-Monthly; Q-Quarterly;
V-Voluntary; N-Not Applicable

* Assessment Includes (MAI):

- | | |
|---------------------|-------------------------|
| A: Heat | L: TV/Cable |
| B: Air Conditioning | M: Club House |
| C: Water | N: Exercise Facilities |
| D: Electric | O: Pool |
| E: Gas | P: Exterior Maintenance |
| F: Parking | Q: Lawn Care |
| G: Tax | R: Scavenger |
| H: Common Insurance | S: Snow Removal |
| I: Security | T: Lake Rights |
| J: Security System | U: Other |
| K: Doorman | V: None |

OFFICE/SALES INFORMATION

*Listing Type (LIST): E-Exclusive Right to Sell
X-Exclusive Agency

*Agent Owned/Interest (AON): Y/N

*Holds Earnest Money (HEM): Y/N

*Showing Instructions: (Maximum 56 characters)

*Cooperative Compensation (CC):

*Special Compensation Info. (SCI): M-Bonus; Z-Exception(s);
V-Variable; N-None

*Possession (POS):

- A: Closing
- B: Immediate
- C: Lease Back Required
- D: Negotiable
- E: Prior to Closing
- F: Specific Date
- G: Tenant's Rights
- H: Other
- I: Harvest Rights

Sale Terms (TRM):

- A: Conventional
- B: FHA
- C: VA
- D: Assumption-Conv
- E: Assumption-FHA
- F: Assumption-VA
- G: Release Required
- H: Contract (Articles) for Deed
- I: Lease/Purchase
- J: Owner May Help/Assist
- K: Purchase Money Mortgage
- L: Rent w/Option
- M: Rewrite/Blend
- N: Trade/Exchange
- O: Cash Only
- P: Other

Listing Agent Additional Info (AAN):

Co-Lister (MLS ID):

*Owner's Name - OR - "Owner of Record" (OWR):

Owner's Phone (OPH):

Agent Remarks: (Maximum 240 characters)

MEDIA

*Photo (PHO): A-Take Exterior Photo ONLY ; B-Supplied by LO; C-Sketch Supplied by LO; E-Take Exterior AND Interior Photos (max 1+8 Cost \$34.95)

C35 3x5

C57 5x7 color

C810 8x10 color

*Virtual Tour (VT): A: Standard; B: Plus Realtor.com; C: VIC; D: VideoHome Tours; E: CirclePix; F: VI 360; G: OBEO; N: None

*Internet Listing: A-All; B-None; D-Only Realtor.com; X-Only RealNet (Vendor Contract Needed)

*Remarks on IDX?: Y/N

*Property Address on IDX? (ADI): Y/N

TOUR/OPEN HOUSE INFORMATION (Optional)

Tour Date: (MM/DD/YY)

Start Tour Time: (AM/PM)

End Tour Time: (AM/PM)

Lunch: Y/N

Refreshments: Y/N

Comments (Maximum 68 characters):