

* Denotes required fields

Box around field name requires numerical input

Do not use dollar signs or commas for dollar entries

Regional MLS, Inc. Residential Input Sheet

Agent Name: _____ Date Listed: _____ Listing #: _____

*Category (_____) Status (_____) MLS #: (_____)

*Area (_____) see Area Maps *Listing Price (_____)

*County (_____) *Parcel ID (_____) Tax ID number _____ RP (_____) Range Price _____

*Address (_____) Street No. Street Dir Street Name *Unit # (_____) Unit Number – required on Condo and TH

*City (_____) *Zip (_____) Tax Map (_____) Book/Pg (_____) Tax Map # _____ O.R. Book & Page # _____

Dolph's Map Page (_____) *Letter Coordinate (_____) *Number Coordinate (_____)

*LO (_____) Listing Office ID Listing Office Name Office Phone (_____) X (_____) Fx: (_____) Agent Ph ext _____ Office Fax _____

*LA (_____) Listing Agent ID # Listing Agent Name Listing Agent Home Phone 2nd Phone # (_____) Additional Phone # _____ Phone Type (_____) H-Home, V-Voice, P-Pager, C-Cellular

Co-List Off: (_____) Phone # (_____) *Listing Date (_____)

Co-List Agt: (_____) Phone # (_____) *Expire Date (_____)

Listing Agent Email: (_____) Listing Agent Email Address Public Internet advertising (Y/N)

*Owner Name (_____) Owner Phone (_____)

Comm/ Non-Rep (_____) Fee to Non-Representative (% or \$) Comm/Buyer Agent (_____) Fee to Buyer Agent (% or \$) Comm/TransBrk (_____) Fee to transaction Broker (% or \$) Bonus (Y/N) Terms in Broker Remarks _____

*List Type: (_____) *List Off Agency: (_____) *Var/Dual Rate (_____) *Take Photo (_____) ER-Ex Rt ER EX-Ex Rt w/ Ex ER LS- Ex Rt w/Limit Svc SNGAGT, TRANBK – Transaction Broker (Y/N) (Y, N) EB-Ex Brk EB EX-Ex Brk w/Ex EB LS – Ex Brk w/Limit Svc NONREP – Non Representative

Photo Instructions (_____)

*Subtype (_____) *Governing Bodies (_____) S-Single Fam detached, C-Condo/Coop, T-Townhouse/Villa/Row, M-Mobile COOP, CONDO, HOA, NONE

*Bedrooms: (_____) Full Baths (_____) Half Baths (_____) Total Baths (_____)

*Year Built (_____) Year Built Desc (_____) *Living Area (_____) *Total SqFt (_____) New, UC – Under Const, RSL-Resale, Unk-Unknown

Room Dimensions:		# of Ceiling Fans	
*Living Rm <input type="checkbox"/> (_____)	Dining Rm <input type="checkbox"/> (_____)	Dining Area <input type="checkbox"/> (_____)	
*Kitchen <input type="checkbox"/> (_____)	Family Rm <input type="checkbox"/> (_____)	Florida Rm <input type="checkbox"/> (_____)	
*Master Br <input type="checkbox"/> (_____)	Bedroom 2 <input type="checkbox"/> (_____)	Bedroom 3 <input type="checkbox"/> (_____)	
Bedroom 4 <input type="checkbox"/> (_____)	Bedroom 5 <input type="checkbox"/> (_____)	Den <input type="checkbox"/> (_____)	
Utility Rm <input type="checkbox"/> (_____)	Porch <input type="checkbox"/> (_____)	Patio/Balcony <input type="checkbox"/> (_____)	

*Garage Spaces (_____) *Carport Spaces (_____) Parking Space # (_____)

*Homeowners Assoc (_____) V-Voluntary, M-Mandatory, N-None HOA Fee (_____) Per (_____) Application Fee (_____) *amount NONE, MON, QTR, SMYR, YRLY

Membership Equity (_____)

*Directions to Property (_____)

*Subdivision (_____) Model Name (_____)

Development Name (_____)

*Legal Desc (_____) *Zoning (_____)

*Tax Year (_____) *Tax Amount (_____) *Special Assmnt (Y/N)

Approx. Lot Size (_____) *Waterfront (Y/N) Water Frontage (_____)

Dock # (_____) *Front Exp (_____) Guest Hse SqFt (_____) *Private Pool (_____) Pool Size (_____) (Y/N)

Building Number (_____) Unit Floor # (_____) *Pets Allowed (Y, N, R-Restricted)

*Total Floors/Stories (_____) Total Units in Bldg (_____) Total Units in Complex (_____)

Land Lease (_____) Recreation Lease (_____)

Minimum Days to Lease (_____) Lease Times per Year (_____)

Mobile Home Size (_____)

Decal # (_____) Serial # (_____) Brand Name (_____)

Remarks (These three lines of Remarks will be seen by members of the Public. No contact information)

Broker Only Remarks (2 lines)

Internal Office Remarks (1 line- will only be seen by Listing Office)

County Table: PALM BEACH, ST LUCIE, MARTIN, INDIAN RIVER, DADE, BROWARD, HENDRY, MONROE, OKEECHOBEE, OTHER FL CTY, OUT OF STATE, OUT OF CNTRY

DESIGN (2)

- A< 4 Floors
B4+ Floors
CDup/Tri/Row
DMulti-Level
EQuad
FTownhouse
GVilla
HColonial
IContemporary
JRustic
KTudor
LEuropean
MFrench
NGeorgian
OLog
PMediterranean
QPlantation
RSpanish
STraditional
TVictorian
UWestern
VKey West
WArt Deco
XRanch
YA-Frame
ZCoach House
0Silt
1Other Arch

UNIT DESC (5)

- ACorner
BPenthouse
CEfficiency
DGarden Apartment
EOn Golf Course
FInterior Hallway
GExterior Catwalk
HLobby
IMulti-Level

CONSTRUCT (3)

- ACBS
BFrame
CFrame/Stucco
DConcrete
EPre-cast
FBrick
GMixed
HModular
IManufactured
JWoodside
KAluminum Siding
LMetal
MStone
NBlock
OPre-Fab
PElevated
QHollow Tile
RLog
SPiling
TOther

MOBILE FEAT (8)

- AAluminum Skirt
BBrick Skirt
CSolar Block Skirt
DStone Skirt
EWood Skirt
FOther Skirt
GNo Skirt
HTie Down
IDryer Hookup
JUtility Room Outside
KStorage Shed
LSlab
MScreened
NStock Certificate
ONo Stock Certificate
P220V
QWheels

*WATERFRONT (5)

- AIntracoastal
BOceanfront
CInterior Canal
DLagoon
ELake
FMangrove
GBay
HCreek
IPond
JRiver
KFixed Bridges
LNo Fixed Bridges
MNavigable
NSeawall
ORiprap
PPointlot
QOcean Access
ROne Bridge
SCanal Width 121+
TCanal Width 1-80
UCanal Width 81-120
VNone

VIEW (5)

- AGolf
BOcean
CIntracoastal
DRiver
EPond
FLagoon
GLake
HBay
ICanal
JPool
KTennis
LClubhouse
MGarden
NCity
OOther

PRIVATE POOL (8)

- AInground
BAbove Ground
CGunitite
DFiberglass
EVinyl Lined
FFreeform
GScreened
HHeated
ISolar Heat
JChild Gate
KEquip Included
LAutoclean
MSpa
NIndoor
OHeater Lease

LOT DESC (8)

- A< ¼ Acre
B¼ to < ½ acre
C½ to < 1 Acre
D1 to < 2 Acres
E2 to < 3 Acres
F3 to < 5 Acres
G5 to 10 Acres
H11 to 25 Acres
I26 to 50 Acres
J50+ Acres
KCorner Lot
LInterior Lot
MCul-De-Sac
NZero Lot
OIrregular Lot
PSidewalks
QGolf Front
RTreed Lot
SFreeway Access
TFlood Zone
UPublic Road
VPrivate Road
WPaved Road
XShell Rock Road
YDirt Road
ZAir Strip

EXTER FEAT (12)

- A Covered Patio
B Open Patio
C Screened Patio
D Deck
E Covered Balcony
F Open Balcony
G Screened Balcony
H Auto Sprinkler
I Manual Sprinkler
J Well Sprinkler
K Lake/Canal Sprinkler
L Zoned Sprinkler
M Shed
N Fence
O Stable
P Built in Grill
Q Awnings
R Exterior W/D Hookup
S Shutters
T Cabana
U Fruit Tree
V Hangar
W Extra Building
X Outdoor Shower
Y Tennis Court
Z Utility Barn
[.....None

*INTER FEAT (17)

- ACathed/Vault Ceilings
BVolume Ceiling
CSplit Bedrooms
DStack Bedrooms
ERoman Tub
FWalk-in Closet
GBuilt-in Shelves
HCook Island
IDome Kitchen
JPantry
KFoyer
LBar
MWet Bar
NFrench Door
OCloset Cabinets
PFireplace
QCustom Mirror
RW/D Hookup
SLaundry Tub
TPull Down Stair
USkylight
VElevator
WFire Sprinkler
XWatt Wise
YUpstairs Living Area
ZEntry Level Living Area
0Handicap Access
1Wheelchair
2None

*MST BR/BATH (7)

- ACombo Tub/Shower
BSeparate Shower
CSeparate Tub
DSpa Tub & Shower
EWhirlpool Spa
FDual Sinks
GBidet
H2 Master Baths
IMaster Bdrn Ground
JMaster Bdrn Sitting
KMaster Bdrn Upstairs
LNone

*FURNISHED (2)

- AUnfurnished
BFurnished Only
CFurniture - Negotiable
DPartially Furnished
ETurnkey

*ROOMS (8)

- AFamily
BFlorida
CGreat
DUtility-Laundry
EDen
FMaid/In-Law
GLoft
HCottage
IConvertible Bedroom
JAtrium
KAttic
LCabana Bath
MGarage Apartment
NGarage-Converted
OStorage
PStudio Bedroom
QRecreation
RMedia
SWorkshop
TGlass Porch
UNone

PARKING (7)

- AAttached Carport
BAttached Garage
CDetached Carport
DDetached Garage
EBldg Garage
FAssigned
G2+ Spaces
HDriveway
ICircular Drive
JDecorative Drive
KCovered
LUnder Building
MStreet
NGuest
OOpen
PDeeded
QRV / Boat
RGolf Cart
SSlab Strip
TSpecial Purchase
USpecial Rent
VUnpaved

*SUBDV INF (17)

- APool
BGolf Course
CBoating
DTennis
EBike - Jog
FHorse Trails
GClubhouse
HBasketball
IElevator
JLobby
KExercise Room
LExtra Storage
MCommon Laundry
NCommunity Room
OGame Room
PLibrary
QSauna
RShuffleboard
SSpa-Hot Tub
TTrash Chute
UPicnic Area
VSidewalk
WBike Storage
XBilliards
YBusiness Center
ZCabana
0Courtesy Bus
1Beach Club Available
2Private Beach Pavilion
3Manager on Site
4Play Area
5Putting Green
6Workshop
7Horses Permitted
8Whirlpool
9None

MAINT FEE INCL (12)

- ACommon Area
BMaintenance-Exterior
CMaintenance-Interior
DLawn Care
ECommon R.E. Tax
FPest Control
GPool Service
HTrash Removal
IParking
JSecurity
KRoof Maintenance
LManager
MInsurance-Bldg
NInsurance-Interior
OInsurance Other
PA/C Maintenance
QMaster Antenna/TV
RCable
SGolf
TElevator
ULaundry Facilities
VManagement Fees
WLegal/Accounting
XAssessment Fee
YImpact Fee
ZElectric
0Janitor
1Fidelity Bond
2Hot Water
3Recreational Facilities
4Reserve Funds
5Sewer
6Water
7Water Treatment
8Other
9None

*RESTRICT (8)

- A Adult 55+
B Adult 62+
C Buyer Approval
D Tenant Approval
E Interview Required
F No Lease
G Lease OK
H Lease OK with Restrict
I No Lease 1st Year
J Pet Restrictions
K No Pets
L 1 Pet
M Up to 2 Pets
N Up to 3 Pets
O 3+ Pets
P < 20 lb Pet
Q 21to 30 lb Pet
R 31 to 40 lb Pet
S 41 to 50 lb Pet
T 50+ lb Pet
U No Truck / RV
V Limited # Vehicles
W No Corporate Buyers
X Daily Rent
Y Other
Z None

SECURITY (5)

- A Burglar Alarm
B Security Syst Leased
C Security Syst Owned
D Motion Detector
E Entry Card
F Entry Phone
G Gate - Manned
H Gate - Unmanned
I Security Patrol
J Private Guard
K Doorman
L Lobby
M TV Camera
N Security Light
O Fence
P Wall
Q None

MEMBERSHPS (3)

- A Club Membership Req'd
B Equity Purchase Req'd
C Golf Equity Available
D Golf Equity Included
E Golf Purchase
F Other Membership Avail
G Other Membership Incl
H Tennis Membership Avail
I Tennis Membership Incl

*FLOORING (4)

- A Carpet
B Ceramic Tile
C Vinyl Tile
D Linoleum
E Parquet
F Terrazzo
G Wood
H Marble
I Slate
J Concrete
K Other

*HEATING (5)

- A Central
B Window/Wall
C Wall Furnace
D Central Building
E Central Individual
F Zoned
G No Heat
H Electric
I Gas
J Solar
K Radiant
L Oil
M Heat Strip
N Heat Pump-Reverse
O Space
P Other

*COOLING (3)

- A Central
B Wall-Win A/C
C Central Building
D Central Individual
E Zoned
F Attic Fan
G Ceiling Fan
H Gas
I Electric
J Reverse Cycle
K Exhaust
L Humidistat
M Air Purifier
N Paddle Fans
O Ridge Vent
P Thermal Fan
Q Other
R None

*EQUIP/APPL INC (17)

- AWasher
BDryer
CRefrigerator
DRange
EDishwasher
FElectric Water Heater
GGas Water Heater
HSolar Water Heater
IDisposal
JIce Maker
KMicrowave
LSmoke Detector
MIntercom
NAuto Garage Door
OWater Softener Owned
PWater Softener Rented
QFreezer
RFire Alarm
SCompactor
TCentral Vacuum
USatellite Dish
VTV Antenna
WGas Lease
XPurifier
YWall Oven
ZNone

DINING AREA (4)

- AFormal
BDining-Living
CEat-In Kitchen
DDining-Family
EBreakfast Area
FDining-Florida
GSnack Bar

ROOF (4)

- AConcrete Tile
BComp. Shingle
CWood Shake
DS-Tile
EBarrel
FMixed
GMansard
HTar Gravel
IMetal
JBuilt-Up
KAluminum
LBahama
MFiberglass
NManufactured
ORolled
PRoofover
QSlate
RWood Truss/Raft
SWood Joist
TSteel Joist
UPre-Stressed
VOther

GUEST HOUSE (5)

- A2 Bedrooms
B1 Bedroom
CEfficiency
D2 Baths
E1 Bath
FLiving Room
GKitchen
HPatio
IScreened Porch
JGarage
KCarport

BOAT SRVCS (10)

- APrivate Dock
BCommon Dock
CDock Available
D0 to 20 Ft Boat
E21 to 30 Ft Boat
F31 to 40 Ft Boat
G41 to 50 Ft Boat
H51 to 60 Ft Boat
I61 to 70 Ft Boat
J71 to 80 Ft Boat
K81 to 90 Ft Boat
L91 to 100 Ft Boat
M101+ Ft Boat
NLift
OHoist / Davit
PBoathouse
QElectric Available
RWater Available
SFuel
TMarina
UYacht Club
VAttended
WFull Service
XRestroom
YSew Pump Avail
ZSubject to Lease
0Overnight
1Live Aboard
2Parking
3Ramp
4Boat Lock

*TERMS CONS (5)

- ACash
BConventional
CFHA-VA
DFHA-VA Approval
ESeller Pay Closng Csts
FAssumable Non Qual
GAssumable with Qual
HOwner
IOwner 2nd
JLease Option
KLease Purchase
LContract for Deed
MExchange
NWill Rent
OOther

*UTILITIES (6)

- A3-Phase Electric
BElectric Available
CNo Electric
DPublic Water
EWell Water
FWater Available
GPublic Sewer
HSeptic
ICable
JGas, Bottled
KGas, Natural
LOil
MUnderground
NNo Telephone
OLake Worth Drain Dist
PNone

WINDOW/TREAT (10)

- ABay Window
BCasement
CJalousie
DSingle Hung
EDouble Hung
FPicture
GSliding
HArched
IAwning
JPlantation Shutters
KSolar Tinted
LThermal
MBlinds
NDrapes
OVerticals
PElectric Shutters

SPECIAL INFO (6)

- ASold As-Is
BHandyman
CHome Warranty
DBank Owned
EForeclosure
FOwner Agent
GCorporate Owned
HInstitution Owned
IForeign Seller
JDisclosure
KDeed Restrictions
LTitle Insurance
MSurvey
NAbstract
ONon-Conforming Use
PAny Broker Advertise

*TAXES (4)

- ACounty Only
BCity / County
CLand Only
DHomestead
EWidow Exemption
FDisabled Exemption
GAgricultural Exemption
HOther Exemption

*POSSESSION (2)

- AAt Closing
BFunding
CBefore Closing
DQuick Closing
ELong Closing
FSubject to Lease
GNegotiable

PHOTOS

- A1 Take (Digital- no fee)
B2 Takes (Digital - fee)
C1 Glossy (Print - fee)
D2 Glossy (Print - fee)
EAppointment (Fee)

*SHOWING INSTR (3)

- ALockbox - Call LO
BElectric Lockbox -Show
CCall LO
DAppointment Only
ECall Owner
FCall Tenant
G24 Hr Notice
HCourtesy Key
IVacant
JOwner Occupied
KTenant Occupied
LPet on Premises
MKey in LO
NKeysafe
OLA - Accompany
PLO - Accompany
QNotify Guard
RCall LA

Seller Signature

Seller Signature

Date

Date