



***Denotes Required Fields**

***STATUS**

- Incomplete
- Coming Soon-No Show
- Active

***MARKETING DATE**

Use the "Marketing Date" (as it is known in North Carolina) from the listing agreement or the beginning of the term of the listing (for South Carolina). The Marketing Date can be no later than 21 days from the date the listing is submitted to the MLS under Coming Soon-No Show Status.

LOCATION INFORMATION

| | | |
|------------------------------------|-------------------------|-----------------------------|
| *COUNTY | *PARCEL ID | *TAX LOCATION |
| *DEED REFERENCE (BOOK/PAGE) | | PLAT REFERENCE PAGES |
| *STREET# | PRE DIRECTION | *STREET NAME |
| *STREET TYPE | STREET DIRECTION | |
| LOT/UNIT# | *CITY | *STATE |
| *ZIP | ZIP + 4 | |
| *ZONING | ZONING CODE | PLAT BOOK/SLIDE |
| BLOCK/SECTION | SUBDIVISION | *LEGAL DESCRIPTION |

***ELEMENTARY SCHOOL**

***MIDDLE SCHOOL**

***HIGH SCHOOL**

***MAPPING**

You must pinpoint your property manually on the map using the Set Lat/Long Manually or you can type in the Latitude and Longitude then click Update Map.

***LATITUDE**

***LONGITUDE**

You can also manually Choose Google Street View that appears on your listing map.

NOTES

*Denotes Required Fields

| | | |
|---------------------------|-------------------|--------------------|
| *LIST AGENT MLS ID | AGENT NAME | OFFICE NAME |
| LIST AGENT TEAM ID | | |
| CO AGENT MLS ID | AGENT NAME | OFFICE NAME |
| CO AGENT TEAM ID | | |

COMPENSATION AND MISC INFORMATION

| | | | | | | |
|---|-----------------|------------------|--|-----|----|------------------------------|
| *EXPIRATION DATE | | | *AGENT/OWN | Yes | No | *SHOWING INSTRUCTIONS |
| | | | APPOINTMENT PH. | | | 3rd Party Home |
| | | | Charlotte Area ShowingTime number is 800-746-9464. Asheville Area ShowingTime number is 828-651-8883. | | | Call Listing Agent |
| *LISTING TYPE | Exclusive Right | Exclusive Agency | *FULL SERVICE | Yes | No | Call Listing Office |
| *SUB AGENCY COMP | | | *SUB AGENCY COMP TYPE | % | \$ | Call Seller |
| *BUYER AGENCY COMP | | | *BUYER AGENCY COMP TYPE | % | \$ | Call Tenant |
| TRANSACTION BROKER COMP | | | TRANSACTION BROKER COMP TYPE | % | \$ | Combination |
| Applies only to South Carolina listings | | | Applies only to South Carolina listings | | | Corporate Home |
| BONUS (\$) | | | *VARIABLE RATE COMM | Yes | No | Do Not Disturb Tenant |
| *NAMED PROSPECT(S) | Yes | No | *ALLOW INTERNET AVM | Yes | No | Key In Listing Office |
| *ALLOW INTERNET LISTING DISPLAY | Yes | No | *ALLOW INTERNET COMMENT | Yes | No | Key with Listing Agent |
| *ALLOW INTERNET ADDRESS DISPLAY | Yes | No | OFFICE INVENTORY | | | Listing Agent Accompany |
| *ALLOW SYNDICATION | Yes | No | VIRTUAL TOUR URL UNBRANDED | | | Lockbox/Key |
| WEB URL | | | VIRTUAL TOUR URL BRANDED | | | No Sign |

***SPECIAL CONDITIONS**

- Bankruptcy
- Estate
- Foreclosure Proceeding Commenced
- Fractional Ownership
- HUD
- Relocation
- Short Sale Subject to Lender or Other 3rd Party Approval
- Subject to Court Approval
- Subject to Lease
- Transfer Due to Loan Default/Exempt from Property Disclosure
- Undisclosed
- VA
- None

PROPERTY INFORMATION

MULTI-FAMILY

*Denotes Required Fields

*LIST PRICE

*TAX VALUE

*SELLER NAME

SELLER PHONE

*TYPE

Apartments
Duplex
Eightplex
Eightplex+
Fiveplex

Fourplex
Sevenplex
Sixplex
Triplex/Multiplex
Other

AUCTION/BID TYPE

Auction/Absolute
Auction/Reserve
Bid

*OWNERSHIP

Seller does not yet own
Seller owned for at least one year
Seller owned for less than one year

STYLE

A-Frame
Arts and Crafts
Cabin
Cape Cod
Chalet
Charleston
Circular/Dome
Colonial
Contemporary
Cottage/Bungalow
European
Farmhouse
French Provincial
Garden
Georgian
Mediterranean
Modern
Old World
Patio Home
Post and Beam
Ranch
Rustic
Spanish
Traditional
Transitional
Tudor
Victorian
Williamsburg
Other

AUCTION/BID INFO

Actual List Price
Assessed Value
Market Value
Starting Bid

PROPOSED FINANCING

Cash
Construction/Perm Loan
Conventional
FHA
FHA 203(K)
FMHA
Lease Purchase
Loan Assumption
NC Bond
Owner Financing
Trade/Exchange
USDA
VA
Other-See Media/Remarks

*ASSUMABLE

No
Non-Qualify
Qualify

*PETS ALLOWED

Conditional
No
Yes

OCCUPANT TYPE

Owner
Tenant
Vacant

NOTES

*Denotes Required Fields

BUILDING & LAND INFORMATION

| | | | |
|---------------|--------------------------|-----------------|---|
| *HLA MAIN | *UNHEATED SQFT: MAIN | ADDITIONAL SQFT | APPROX. LOT DIMENSIONS |
| *HLA UPPER | *UNHEATED SQFT: UPPER | *YEAR BUILT | *APPROX. ACRES |
| *HLA THIRD | *UNHEATED SQFT: THIRD | GARAGE SQFT | *ROAD RESPONSIBILITY |
| *HLA BASEMENT | *UNHEATED SQFT: BASEMENT | | Dedicated to Public Use Pending Acceptance No Road Privately Maintained Road or Maintenance Agreement |
| *HLA LOWER | *UNHEATED SQFT: LOWER | | Publicly Maintained Road Other - See Media/Remarks |

CONSTRUCTION INFORMATION

| | | | | |
|-------------------|--------|---|--|----------------|
| *NEW CONSTRUCTION | Yes No | *CONSTRUCTION STATUS (IF NEW CONSTRUCTION=Y) Completed Proposed Under Construction | BUILDER | MODEL/ PLAN |
| | | | *PROPOSED COMPLETION DATE (IF CONSTRUCTION STATUS= UNDER CONSTRUCTION) | |

ASSOCIATION INFORMATION

| | | | |
|---|---|-------------|--|
| *SUBJECT TO HOA Optional Required None | SUBJECT TO HOA DUES Mandatory Voluntary No | HOA FEE | *HOA FEE PAID (IF HOA FEE FIELD IS ENTERED) Monthly Quarterly Semi-Annually Annually |
| HOA MANAGEMENT | HOA PHONE | HOA EMAIL | SUBJECT TO CCRS Yes No |
| HOA MANAGEMENT 2 | HOA PHONE 2 | HOA EMAIL 2 | *HOA FEE PAID 2 (IF HOA FEE 2 FIELD IS ENTERED) Monthly Quarterly Semi-Annually Annually |
| HOA FEE 2 | | | |

| | | | |
|-------------------------------------|---|----------------------------------|--|
| CONFIRM. SPCL. ASSESSMENT Yes No | *CONFIRM. SPCL. ASSESSMENT DESCRIPTION (IF CONFIRM. SPECIAL ASSESSMENT=Y) | PROP. SPCL. ASSESSMENT Yes No | *PROP. SPCL. ASSESSMENT DESCRIPTION (IF CONFIRM. PROP. SPCL. ASSESSMENT=Y) |
|-------------------------------------|---|----------------------------------|--|

NOTES

UNITS

MULTI-FAMILY

*Denotes Required Fields

SUMMARY UNIT INFO

*# Of Total Units

Of Total Beds

Of Full Baths

Of Half Baths

Of Units Projected

Of Units Completed

Other Rooms

| | | | | |
|---------------------|----------------|--------------------|------------|-------------|
| 2nd Living Quarters | Computer Niche | Great Room-2 Story | 2nd Master | Sitting |
| Bar/Entertainment | Den | Keeping Room | Media | Solarium |
| Basement | Dining Area | Kitchen | Mud | Study |
| Bathroom(s) | Dining Room | 2nd Kitchen | Office | Sunroom |
| Bedroom(s) | Entry Hall | Laundry | Pantry | Utility |
| Bedroom/Bonus | Exercise | Library | Parlor | Wine Cellar |
| Billiard | Family Room | Living Room | Play Room | Workshop |
| Bonus Room | Foyer | Loft | Rec Room | None |
| Breakfast | Great Room | Master Bedroom | Sewing | |

DETAILED UNIT INFORMATION

| HLA | Monthly Rent | Full Baths | Half Baths | Bedrooms |
|-------|---|------------|------------|----------|
| Rooms | Breakfast Den Dining Room Kitchen Living Room | | | |

| HLA | Monthly Rent | Full Baths | Half Baths | Bedrooms |
|-------|---|------------|------------|----------|
| Rooms | Breakfast Den Dining Room Kitchen Living Room | | | |

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|-------|---|------------|------------|----------|
| Rooms | Breakfast Den Dining Room Kitchen Living Room | | | |

*Denotes Required Fields

EXTERIOR FEATURES

- Airplane Hangar
- Arena
- Arena Covered
- Auto Shop
- Barn(s)
- Deck
- Elevator
- Equestrian Facilities
- Feed Barn
- Fenced Pasture
- Fenced Yard
- Fire Pit
- Gazebo
- Greenhouse
- Hay Shed
- Hot Tub
- In-Ground Gas Grill
- In-Ground Irrigation
- Lawn Maintenance
- Livestock Run In
- Outdoor Fireplace
- Outdoor Kitchen
- Packing Shed
- Pool-Above-Ground
- Pool-In-Ground
- Porte-Cochere
- G-Rainwater Catchment
- Rooftop Terrace
- Satellite Internet Available
- Sauna
- Stable
- Storage Shed/Outbuilding
- Storage Unit
- Tennis Court(s)
- Terrace
- Tractor Shed
- Wired Internet Available
- Workshop
- Other-See Media/Remarks

***EXTERIOR CONSTRUCTION**

- Aluminum
- Asbestos
- Brick-Solid
- Brick Veneer Full
- Brick Veneer Partial
- Cedar Shake
- Concrete Block
- Fiber Cement
- Glass
- Hard Stucco
- Hardboard Siding
- Log
- Metal
- Rough/Sawn
- Shingle
- Stone
- Stone Veneer
- Synthetic Stucco
- Vinyl
- Wood
- Other

LOT DESCRIPTION

- Adjoins Nat/State Forest
- Artificial Waterfall
- Beachfront
- City View
- Corner Lot
- Creek Front
- Cul-de-sac Lot
- Flood Fringe Area
- Flood Plain/Bottom Land
- Fruit Trees
- G-Infill Lot
- Golf Course View
- Green Area
- Hilly
- Lake Access
- Level
- Long Range View
- Mountain View
- Natural Waterfall
- On Golf Course
- Open/Cleared
- Pasture
- Paved Frontage
- Pond/Lake
- Private
- Riverfront
- Rolling
- Runway Lot
- Sloping
- Steep
- Stream/Creek
- Taxiway Lot
- Trees
- Vegetation/Crops
- Views
- Water View
- Waterfront
- Wetlands
- Winter View
- Wooded
- Year-Round View
- Other-See Media/Remarks

***MAIN LEVEL GARAGE** Yes No

***WATERBODY NAME**
(IF WATERFRONT IS SELECTED IN THE "LOT DESCRIPTION" OR "MISCELLANEOUS" FIELDS)

***PARKING**

- Attached Garage
- Back Load Garage
- Basement
- Carport - 1 Car
- Carport - 2 Car
- Carport - 3 Car
- Carport - 4+ Car
- Detached Garage
- Driveway
- G-Electric Vehicle Charging Station
- Garage - 1 Car
- Garage - 2 Car
- Garage - 3 Car
- Garage - 4+ Car
- Garage Door Opener
- Golf Cart Garage
- Keypad Entry
- Lot
- On-Street Parking
- Parking Deck
- Parking Space - 1
- Parking Space - 2
- Parking Space - 3
- Parking Space - 4+
- Side Load Garage
- Other
- None

***FOUNDATION**

- Basement
- Basement Fully-Finished
- Basement Garage Door
- Basement Inside-Entrance
- Basement Outside-Entrance
- Basement Partially-Finished
- Block
- Brick
- Concrete
- Crawl Space
- G-Sealed Crawl Space
- Slab
- Other

LAKE/WATER AMENITIES

- Boat House
- Boat Lift
- Boat Lift-Community
- Boat Ramp
- Boat Ramp-Community
- Boat Slip
- Boat Slip-Community
- Boat Slip (Deed)
- Boat Slip (Lease/License)
- Covered structure
- Floating Dock
- Paddlesport Launch Site
- Paddlesport Launch Site-Community
- Personal Watercraft Lift
- Pier
- Retaining Wall
- Stationary Dock
- Other-See Media/Remarks
- None

***WATER**

- City Water
- Community Well
- County Water
- Filtration System
- Public Water
- Shared Well
- Spring
- Water Softener System
- Well Installed
- Well Needed
- Other-See Media/Remarks
- None

***CONSTRUCTION TYPE**

- Manufactured
- Off Frame Modular
- On Frame Modular
- Site Built

ELEVATION

- 1000-1500 ft. Elev.
- 1500-2000 ft. Elev.
- 2000-2500 ft. Elev.
- 2500-3000 ft. Elev.
- 3000-3500 ft. Elev.
- 3500-4000 ft. Elev.
- 4000-4500 ft. Elev.
- 4500-5000 ft. Elev.
- 5000-5500 ft. Elev.
- 5500-6000 ft. Elev.

***SEWER**

- City Sewer
- Community Sewer
- County Sewer
- Public Sewer
- Septic Installed
- Septic Needed
- Shared Septic
- Tap Fee Required
- Other-See Media/Remarks
- N/A
- None

PARKING TOTAL

STREET

- Concrete
- Dirt
- Gravel
- Paved
- Other

*Denotes Required Fields

***DRIVEWAY**

- Asphalt Gravel
- Brick/Cobblestone Shared
- Circular Stone
- Concrete Other
- Earth None
- Gated

ROOF

- Aluminum Covering Insulated
- Architectural Shingle Metal
- Asbestos Shingle Rolled Rubber
- Built-Up Slate
- Cmpstm Steel Deck
- Composition Shingle Steel Joists
- Concrete Deck Steel Trusses
- Fiberglass Shingle Tar and Gravel
- Flat Tile

***WATER HEATER**

- Electric Propane
- Gas G-Solar
- Hybrid Heat Pump Other
- Natural Gas None
- G-On-Demand Water Heater

PORCH

- Back Porch-Wrap-
- Balcony Around
- Covered Screened
- Enclosed Patio Side
- Front Other
- Glass
- Patio

GREEN BUILDING FEATURES

- G-Adv. Framing/Concrete Const.
- G-Engineered Wood Products
- G-No-Low VOC/Paints, Sealants, Varnish
- G-Photovoltaic-Solar Power
- G-Recycled Const./Household Waste
- G-Spray Foam Insulation
- G-Xeriscaping-Drought Resist. Plants

***HVAC**

- G-Active Solar Heat No A/C
- Apollo System Oil Floor Furnace
- Baseboard Hot Water Heat Oil Hot Air
- Central Air Oil Space Heater
- Ductless/Mini-Split System Oil Steam Heat
- Electric Baseboard Heat Oil Water Heater
- Electric Hot Air G-Passive Solar Heat
- G-Energy Star® HVAC Propane
- G-Fresh Air Ventilation Radiant Heat
- Gas Floor Furnace G-Radiant Heated Floors
- Gas Hot Air G-Sealed Combustion Fireplace/
- Gas Space Heater Wood Stove
- Gas Steam Heat Wall Unit - A/C
- Gas Water Heater Wall Unit Heat
- G-Geothermal Window Unit
- Heat Pump - A/C Woodstove
- Heat Pump - Heat Other-See Media/Remarks
- Humidifier N/A
- Kerosene None
- Multi Zone A/C
- Multi Zone Heat
- Natural Gas

DOORS AND WINDOWS

- G-Insulated Doors
- G-Insulated Windows
- Pocket Doors
- Screen Door(s)
- Storm Door(s)
- Storm Window(s)

GREEN CERTIFICATION

- Earth Craft House
- Energy Star® Qualified
- Environments for Living
- Green Built N.C.
- LEED Home
- NGBS National Green Building Standard
- None

HERS INDEX

0-100

***LAUNDRY LOCATION**

- Main
- Upper
- Third
- Basement
- Lower
- Closet
- Common Facility
- Garage
- Kitchen
- Laundry Room
- Porch
- Utility Room
- Other
- None

FIXTURES EXCEPTION Yes No

FIXTURES EXCEPTION DESC. **if Fixtures Exception is Yes*

NOTES

*Denotes Required Fields

| FIREPLACE | Yes | No |
|------------------------------|-----|--------------------|
| FIREPLACE DESCRIPTION | | |
| Bonus Room | | Porch |
| Den | | Propane |
| Family Room | | Rec Room |
| Fireplace Insert | | See Thru |
| Gas Logs | | Wood Burning |
| Gas Unvented | | Wood Burning w/Gas |
| Gas Vented | | Starter |
| Great Room | | Woodstove |
| Kitchen | | Other |
| Living Room | | |
| Master Bedroom | | |
| Natural Gas | | |

| FLOOR COVERINGS | |
|-----------------|------------------------|
| Bamboo | Prefinished Wood |
| Brick | Slate |
| Carpet | Stone |
| Concrete | G-Sustainable Flooring |
| Cork | Terrazzo |
| Laminate Stone | Tile |
| Laminate Tile | Vinyl/Linoleum |
| Laminate Wood | Vinyl Plank |
| Marble | Wood |
| Parquet | Other |

| COMMUNITY FEATURES | |
|-----------------------|-----------------|
| 55 and Older | Pond |
| Airfield | Pool |
| Business Center | Putting Greens |
| Cabana | Recreation Area |
| Club House | Rooftop Terrace |
| Dog Park | Sauna |
| Equestrian Facilities | Security |
| Equestrian Trails | Sidewalk |
| Fitness Center | Ski Slopes |
| Gated Community | Street Lights |
| Golf Course | Tennis Court(s) |
| Hot Tub | Walking Trails |
| Lake | Other |
| Laundry Room | None |
| Playground | |

| *EQUIPMENT | |
|-------------------------------|-------------------------------|
| Cable Prewire | Grill Top |
| Ceiling Fan(s) | Ice Maker Connection |
| Central Vacuum | Intercom |
| G-Energy Star® Clothes Washer | G-Energy Star® Light Fixtures |
| CO Detector | G-Low Flow Fixtures |
| Convection Oven | Microwave |
| Cooktop Electric | Natural Gas |
| Cooktop Gas | Network Ready |
| Dishwasher | Oven |
| G-Energy Star® Dishwasher | Propane |
| Disposal | Radon Mitigation System |
| Double Oven | Range/Hood |
| G-Dual Flush Toilets | Refrigerator |
| Downdraft Cooktop | G-Energy Star® Refrigerator |
| Dryer | Security System |
| Electric Dryer Hookup | Self Cleaning Oven |
| Electric Range/Oven | Surround Sound |
| Exhaust Fan | Trash Compactor |
| Freezer | Wall Oven |
| G-Energy Star® Freezer | Warming Drawer |
| Gas Dryer Hookup | Washer |
| Gas Range/Electric Oven | Other-See Media/Remarks |
| Gas Range/Oven | None |
| Generator | |

| ACCESSIBILITY FEATURES |
|---|
| 2 or More Access Exits |
| Bath 60-Inch Turning Radius |
| Bath Grab Bars |
| Bath Lever Faucets |
| Bath Low Mirrors |
| Bath Raised Toilet |
| Bath Roll-In Shower |
| Bath Roll-Under Sink |
| Bath Scald Control Faucet |
| Chair/Stair Lift |
| Closet Bars 15-48 Inches |
| Door Width 32 Inches or More |
| Doors-Lever Handle |
| Doors-Recede |
| Doors-Swing In |
| Elevator |
| Entry Slope Less Than 1 Foot |
| Exterior Curb Cuts |
| Garage Door Height Greater Than 84 Inches |
| Hall Width 36 Inches or More |
| Handicap Parking |
| Hard/Low Nap Floors |
| Kitchen 60-Inch Turning Radius |
| Kitchen Appliances Low/Secure |
| Kitchen Low Cabinetry |
| Kitchen Low Counters |
| Kitchen Modified Range |
| Kitchen Raised Dishwasher |
| Kitchen Roll-Under Sink |
| Kitchen Side Open Oven |
| Lowered Light Switches |
| No Interior Steps |
| Pool Power Lift |
| Pool Ramp Entry |
| Ramp(s)-Main Level |
| Remote Devices |
| Tactile/Visual Markers |
| Thresholds 5/8 Inches |
| Vehicle Transfer Area |
| Wheelchair Height Mailbox |
| Wheelchair Height Shelves |
| Zero-Grade Entry |
| Other-See Media/Remarks |

| UNIT FEATURES |
|-------------------------|
| Attic Other |
| Attic Stairs Fixed |
| Attic Stairs Pull Down |
| Attic Walk-In |
| Cable Available |
| Dishwasher |
| Disposal |
| Fireplace |
| Garden Tub |
| Handicap Access |
| Porch/Patio |
| Range/Oven |
| Refrigerator |
| Second Living Quarters |
| Shop-Basement |
| Shop-Garage |
| Storage Room |
| Storm Windows/Doors |
| W/D Connection |
| Wet Bar |
| Other-See Media/Remarks |

***OWNER RESPONSIBILITIES**

- All Except water
- All Utilities
- Cable
- Electric Heat
- Electricity
- Exterior Maintenance
- Garbage Pick-up
- Gas
- Interior Common Lights
- Management Fee
- Oil Fuel
- Outdoor Lighting
- Sewer
- Snow Removal
- Water
- Other
- None

***TENANT RESPONSIBILITIES**

- All except water
- All Utilities
- Cable
- Electric Heat
- Electricity
- Exterior Maintenance
- Garbage Pick-up
- Gas
- Interior Common Lights
- Oil Fuel
- Outdoor Lighting
- Water
- Other
- None

REMARKS

MULTI-FAMILY

***Denotes Required Fields**

PUBLIC REMARKS (No listing agent/firm or owner/seller contact promotional information.)

1000 characters

AGENT REMARKS (Not available on client displays/reports. No combo, lockbox or alarm security codes.)

500 characters

DIRECTIONS (Driving directions only. No listing agent/firm or owner/seller contact promotional information.)

500 characters

SYNDICATION REMARKS (Not available on Matrix™ reports. Only available on syndication websites. Ex: CarolinaHome.com, Realtor.com®, Homes.com, etc.)

11000 characters

COMPANY REMARKS (Only seen by agents in your firm.)

1500 characters

PHOTOS AND ATTACHMENTS

Photos and attachments can be added to incomplete listings.

Photos: Up to 48 photos – (JPG, JPEG, PNG, GIF) – (6 MB size limit) – Photos should not be branded – All listings must have at least one photo attached.

Attachments: Up to 10 MB (PDF, DOC, RTF) – Only viewable for CarolinaMLS members.