



**\*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**

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

**\*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

<b>*LIST AGENT MLS ID</b>	<b>AGENT NAME</b>	<b>OFFICE NAME</b>
<b>LIST AGENT TEAM ID</b>		
<b>CO AGENT MLS ID</b>	<b>AGENT NAME</b>	<b>OFFICE NAME</b>
<b>CO AGENT TEAM ID</b>		

**COMPENSATION AND MISC INFORMATION**

<b>*EXPIRATION DATE</b>			<b>*AGENT/OWN</b>	Yes	No	<b>*SHOWING INSTRUCTIONS</b>
			<b>APPOINTMENT PH.</b>			Call Listing Agent
			Charlotte Area ShowingTime number is 800-746-9464.			Call Listing Office
			Asheville Area ShowingTime number is 828-651-8883.			Call Seller
<b>*LISTING TYPE</b>	Exclusive Right	Exclusive Agency	<b>*FULL SERVICE</b>	Yes	No	Key In Listing Office
<b>*SUB AGENCY COMP</b>			<b>*SUB AGENCY COMP TYPE</b>	%	\$	Key with Listing Agent
<b>*BUYER AGENCY COMP</b>			<b>*BUYER AGENCY COMP TYPE</b>	%	\$	Listing Agent Accompany
<b>TRANSACTION BROKER COMP</b>			<b>TRANSACTION BROKER COMP TYPE</b>	%	\$	Lockbox/Key
Applies only to South Carolina listings			Applies only to South Carolina listings			No Sign
<b>BONUS (\$)</b>						Onsite Agent
<b>*NAMED PROSPECT(S)</b>	Yes	No	<b>*VARIABLE RATE COMM</b>	Yes	No	Showing Service
<b>*ALLOW INTERNET LISTING DISPLAY</b>	Yes	No	<b>*ALLOW INTERNET AVM</b>	Yes	No	Sign
<b>*ALLOW INTERNET ADDRESS DISPLAY</b>	Yes	No	<b>*ALLOW INTERNET COMMENT</b>	Yes	No	Vacant
<b>*ALLOW SYNDICATION</b>	Yes	No	<b>OFFICE INVENTORY</b>			Other-See Media/Remarks
<b>WEB URL</b>			<b>VIRTUAL TOUR URL UNBRANDED</b>			None
			<b>VIRTUAL TOUR URL BRANDED</b>			

**\*SPECIAL CONDITIONS**

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

**NOTES**

**PROPERTY INFORMATION**

**LOTS/ACRES/FARM**

\*Denotes Required Fields

\*LIST PRICE

\*TAX VALUE

\*SELLER NAME

SELLER PHONE

\*TYPE

- Acreage
- Commercial
- Farm
- Lot
- Unimproved Commercial

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

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

AUCTION/BID INFO

- Actual List Price
- Assessed Value
- Market Value
- Starting Bid

\*DWELLING

- Yes
- No

\*OUTBUILDINGS

- Yes
- No

TRANSACTION TYPE

- For Lease
- For Sale
- For Sale or Lease

BEDROOMS SEPTIC

NOTES

\*Denotes Required Fields

LAND INFORMATION

APPROX. LOT DIMENSIONS	*APPROX. ACRES	*MIN SQFT TO BUILD	CAN BE DIVIDED	Yes	No
ACRES CLEARED	ACRES WOODED		<b>*ROAD RESPONSIBILITY</b>		
ROAD FRONTAGE			Dedicated to Public Use Pending Acceptance No Road Privately Maintained Road or Maintenance Agreement Publicly Maintained Road Other - See Media/Remarks		

ASSOCIATION INFORMATION

*SUBJECT TO HOA Optional Required None	SUBJECT TO HOA DUES Mandatory Voluntary No	HOA FEE	*HOA FEE PAID  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

**FEATURES** G=GREEN FIELD

\*Denotes Required Fields

**LOTS/ACRES/FARM**

**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
- Satellite Internet Available
- Sauna
- Stable
- Storage Shed/Outbuilding
- Storage Unit
- Tennis Court(s)
- Terrace
- Tractor Shed
- Wired Internet Available
- Workshop
- Other-See Media/Remarks

**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
- Golf Course View
- Green Area
- Hilly
- G-Infill Lot
- 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

**COMMUNITY FEATURES**

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

**\*WATERBODY NAME**

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

**ACCESS**

- 4 Lane Highway
- City Street
- County Road
- Dirt Road
- Easement Road
- Gravel Road
- Interstate 1 mi or less
- Interstate Frontage
- Paved Road
- Private Road
- Privately Maintained Rd.
- State Highway
- State Road
- Unimproved Road
- US Highway
- Other - See Media/Remarks

**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

**PROPOSED FOUNDATION**

- Basement
- Basement Fully Finished
- Basement Garage Door
- Basement Inside Entrance
- Basement Outside Entrance
- Basement Partially Finished
- Block
- Brick
- Concrete
- Crawl Space
- Pier & Beam
- G-Sealed Crawl Space
- Slab
- Other - See Media/Remarks
- N/A

**RESTRICTIONS DESCRIPTION**

**\*WATER**

**\*RESTRICTIONS**

- Architectural Review
- Livestock Restriction
- Manufactured Home Allowed
- Manufactured Home Not Allowed
- Modular Allowed
- Modular Not Allowed
- No Representation
- No Restrictions
- Square Feet
- Other-See Media/Remarks
- 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

**HERS INDEX**

0-100

**GREEN CERTIFICATION**

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

\*Denotes Required Fields

**ADDITIONAL INFORMATION**

Appraisal Information Limited	Tax Information
Investment Analysis	Other
Operation/Expense Report	N/A
Perc Report	None

**FIXTURES EXCEPTION**      Yes      No

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

**\*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

**UTILITIES COMMERCIAL**

Cable  
 Electricity  
 Fiber Optics  
 Gas  
 Propane  
 Solar  
 Telephone  
 Underground  
 Other-See Media/Remarks  
 N/A  
 None

**IMPROVEMENTS**

Barbed Wire	Milk Parlor
Barn	Packing Shed
Chain Link Fence	Partial Fencing
Chicken House	Privacy Fence
Cross Fence	Shed
Detached Garage	Smoke House
Electric Fence	Stable
Feed Barn	Stone Fence
Full Fencing	Wood Fence
Hay Shed	Workshop
House-As Is	Other
Irrigation System	None
Manuf. Home(s)	

**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.

**SUITABLE USE**

Cattle	Orchard
Commercial	Pasture/Grazing
Dairy	Poultry Farm
Farmland	Private Estate
Fishery/Trout Farm	Recreational/2nd House
Gardening	Residential
Horse Farm	Subdevelopment
Industry	Tree Farm/Timber
Log	Vegetable/Truck Farm
Multi-Family	Other-See Media/Remarks

**CONSTRUCTION TYPE**

Manufactured  
 Off Frame Modular  
 On Frame Modular  
 Site Built

**STREET**

Concrete	Gravel	Other
Dirt	Paved	

**NOTES**

## REMARKS

LOTS/ACRES/FARM

*\*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.)*

*1100 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.*