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RESIDENTIAL, TOWNHOUSE AND CONDO INPUT SHEET

For Use only by members of the Lexington Bluegrass Association of Realtors®

\*Required Field

(Use Property Sub Type "Single Family", "Townhome", "Condo")

MLS# [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] ADDL CHGL Date [ ] [ ] [ ] [ ] [ ] [ ] \*Status [ ]
\*Tax ID [ ] [ ] [ ] [ ] [ ] [ ] [ ] [ ] \*Area [ ] \*Office ID [ ] \*Agent ID [ ] Co-Agent ID [ ]
\*Status Coming Soon [ ] Active [ ]
\*Street # [ ] Street Dir [ ] \*Street Name [ ] \*Suffix [ ]
Unit # [ ] \*City [ ] \*Zip Code [ ]
Subdivision [ ]
Deed Book [ ] Deed Page [ ]

\*\*Property Sub Type (Single Family / Townhome / Condo)
\*Agreement Type (Excl Right to Sell / Excl Agency)
\*Show Address to Public (Yes / No)

CONTINGENCY CODES
RP Reserved Prospect
TP Third Party Transfer
PP Purchase Specific Property
CP Other Contingency
Variable Rate Commission ( N / Y )
\*Commission to Selling Office (% / Flat \$) [ ]

\*Bedrooms [ ] \*Full Baths [ ] \*Half Baths [ ]
\*Total Living Area (SQFT) [ ] Lot Size (SQFT/ACRE) [ ]
\*Year Built [ ] [ ] New [ ] Unknown [ ] \*Listing Date [ ] / [ ] / [ ] \*Expiration Date [ ] / [ ] / [ ]
\*List Price [ ] \*On Market Date [ ] / [ ] / [ ]

Schools \*Elementary [ ] \*Middle [ ] \*High [ ] \*Intermediate [ ]

Showing Assist Instructions: [ ]
Finished Unfinished
1st Floor [ ] [ ]
2nd Floor [ ] [ ]
3rd Floor [ ] [ ]
Below [ ] [ ]
Non Compliant [ ] [ ]
\*Total [ ] [ ]

CBS Code [ ]
Call before showing code (7 digits in length)

Marketing Remarks (Agent personal marketing information NOT allowed)
[ ]
[ ]
[ ]
[ ]
[ ]

Agent Only Remarks
[ ]
[ ]
[ ]

\*Directions To Property
[ ]
[ ]

Sewer Fee \$ [ ] HOA/CONDO Fee \$ [ ] Mandatory Yes [ ] No [ ]
Sewer Fee Frequency ( Annual / Semi-Annually / Quarterly / Monthly ) HOA/CONDO Frequency ( Annual / Semi-Annually / Quarterly / Monthly )
Tax District [ ] Amenity Fee \$ [ ] Mandatory Yes [ ] No [ ]
\*Tax Rate [ ] Amenity Fee Frequency ( Annual / Semi-Annually / Quarterly / Monthly )
Seller's Initials [ ] Date/Time [ ] Seller's Initials [ ] Date/Time [ ]

**R \*Street Address**

	Foyer	LR	DR	Kitchen	FR	Grt	Den	RR	Bonus	Util	P Bedr	Bedr	F/Bth	H/Bth	Hm Off
Lower Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
First Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Second Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Third Level	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**\*Showing Instructions**

- ML Vacant
- ML Occupied
- CBS Code
- Call Owner
- Leave Message & Show
- Call Listing Agent
- Call Listing Office
- Key L O
- L A Accompany
- No Sign
- Pet - See Remarks
- Res. Hours/Days
- Call To Show Phone #
- Showing Assist

**\*Possession**

- Close of Escrow
- Close Plus 1 Day
- Close Plus 2 Days
- Close Plus 3 Days
- Close Plus 3to5 Days
- Close Plus 30 Days
- Negotiable
- Other
- Rental Agreement
- See Remarks
- Seller Rent Back
- Sub to Tenant Rights

**Site Information**

Lot Dimensions \_\_\_\_\_

- Waterfront
- On Golf Course
- Secluded Lot
- Wooded Lot
- Homeowners Assn.
- PUD
- Underground Utility
- Park(s) Nearby
- Tennis Nearby
- Design Review District
- Pool Nearby
- Horses Permitted
- Inside New Circle Rd

**\*Type/Style**

- Townhome
- Condo
- 1 Story
- 1 1/2 Story
- 2 Story
- 2 1/2 Story
- 3 Story
- Earth Berm
- Split Foyer
- Split Level
- Contemporary
- Manufactured
- Loft
- Modular
- \*Construction
- Brick Veneer
- Siding - Aluminum
- Siding - Asbestos
- Siding - Masonite
- Siding - Vinyl
- Siding - Wood
- Solid Masonry
- Bedford Stone
- Cut Stone
- Fieldstone
- Stone
- Stucco-troweled
- Log
- Log Faced
- EIFS (Synthetic stucco)
- Hardboard
- Other

**\*Basement**

- Basement (YES/NO)
- Full
- Partial
- Finished
- Partially Finished
- Unfinished
- No Exterior Entrance
- Walk Out
- Walk Up
- Windows
- Rough-in Half Bath
- Rough-in Full Bath

**\*Garage**

- Garage (YES/NO)
- 1 Car Attached
- 2 Car Attached
- 3 Car Attached
- 1 Car Detached
- 2 Car Detached
- 3 Car Detached
- 1 Car Basement
- 2 Car Basement
- 3 Car Basement
- 4 Car + Garages
- Garage Door Opener(s)
- Remote Ctrl(s) Included
- Carport Single
- Carport Double
- Side/Back Entry
- Off Street Parking
- Auxiliary Garage

**\*Foundation**

- Block
- Poured Concrete
- Crawlspace
- Slab
- Straps
- Stone
- Wood
- Piers
- Sump Pump
- Other

**Fireplaces**

- Masonry
- Pre-Fab
- Stove Insert
- Free Standing
- Gas Log
- Gas Starter
- Electric
- Propane
- Woodburning
- Direct Vent
- Ventless
- Fireplace Blower(s)
- Family Room
- Living Room
- Great Room
- Dining Room
- Kitchen
- Primary Bedroom
- Rec Room
- Basement
- Outdoor
- None

**Dining Facilities**

- Formal Dining Room
- Living Room Combo
- Dining Area
- Eat In Kitchen
- Kitchen Bar
- Breakfast Room
- Breakfast Area

**\*Air Conditioning**

- Electric
- Heat Pump
- Zoned
- Geo-Thermal
- Wall/Window Unit(s)
- Combination
- Chiller
- None

**\*Heating**

- Forced Air
- Heat Pump
- Baseboard Electric
- Hot Water
- Steam
- Geo-Thermal
- Cable
- Floor Furnace
- Space Heater
- Gravity
- Zoned
- Electronic Air Filter
- Humidifier
- Dehumidifier
- Combination
- Boiler
- Dual Fuel
- None
- \*Fuel
- Gas
- Electric
- Propane Tank Leased
- Propane Tank Owned
- Solar
- Wood
- Coal
- Other

**Water Heater**

- Gas
- Electric
- Propane
- Solar
- Geo-Thermal
- Combination
- Tankless

**Attic**

- Access Only
- Permanent Stairs
- Pull Down Stairs
- Walk-in
- Floored
- Partially Floored
- Finished
- Partially Finished
- Roughed In
- Storage Only

**Roof**

- Composition
- Shingle
- Wood
- Dimensional Style
- Slate
- Flat Tile
- Tile
- Metal
- Flat
- Tar/Gravel
- Rubber
- Membrane
- Other

**\*Flooring**

- Hardwood
- Carpet
- Carpet Over Hardwood
- Parquet
- Marble
- Tile
- Slate
- Vinyl
- Wood
- Concrete
- Laminate
- Other

**Appliances**

- Range
- Double Oven
- Self Cleaning Oven
- Surface Unit
- Down Draft
- Microwave
- Dishwasher
- Disposal
- Refrigerator
- Trash Compactor
- Washer
- Dryer
- Central Vac System
- Central Vac Rough-in
- Dual Fuel
- Other

**Interior Features**

- Specialty Ceilings
- Ceiling Fan(s)
- Window Treatments
- Window Blinds
- Walk-in Closets
- Whirlpool
- Wet Bar
- Wood Stove
- Intercom
- Security Sys.-Leased
- Security Sys.-Owned
- Home Theater
- Washer-Dryer Hook-up
- Attic Fan
- Skylight(s)

**Exterior Features**

- Insulated Glass
- Storm Windows
- Window Screens
- Storm Door(s)
- Patio
- Deck
- Hot Tub
- Wood Fence
- Chain Link Fence
- Privacy Fence
- Partially Fenced
- Invisible Pet Fence
- Irrigation System
- Trees
- Circular Drive
- Storage Shed
- Other

Foreclosure (YES/NO)

- Pool (YES/NO)
- Inground
- Above Ground
- Short Sale (YES/NO)
- Relo (YES/NO)
- REO/Bank Owned(YES/NO)

**Miscellaneous**

- Basement
- Foyer
- Foyer-2 Story
- Primary Bdrm 1st Floor
- Bedroom 1st Floor
- Formal Living Room
- Family Room
- Great Room
- Den
- Rec Room
- Bonus Room
- Guest Quarters
- Separate Utility Room
- Home Office
- Universal Design
- Handicap Accessible
- Barn/Stable
- Dock
- Owner Fin
- Lease Option
- Auction
- HUD
- Existing Home Warr (YES/NO)
- Existing Home Warr Co. \_\_\_\_\_
- Elevator
- Laundry Room 1st Floor
- Private Street
- 'As-Is'

**\*Water**

- City
- City Available
- Well
- Cistern

**\*Sewer**

- Private Water
- Private Sewer
- Public Sewer
- Sewer Not Connected
- Sewer Rental
- Sewer Assessment
- Septic System
- Wetlands System
- Lagoon System

**HOA/Condo Fee(s) Incl**

- Common Area Maintenance
- Common Area Insurance
- Recreation Facility
- Pool Services
- Clubhouse Maintenance
- Management
- Builder Controls
- Central Heating./Cooling
- Common Area Electric Svc.
- Water/Sewer Fee
- Trash Collection
- Snow Removal
- No Fee
- Call Listing Agent
- Condo Level \_\_\_\_\_

**New Construction**

- Completion Date \_\_\_\_\_
- HBA Member Bldr
- Registered Builder
- Written Builders Warranty
- HERS Rated
- New Construction
- Designated Builder
- Proposed Construction
- Builder \_\_\_\_\_
- Home Warranty ( YES/NO )
- Home Warranty Co. \_\_\_\_\_

The undersigned certify that an Exclusive Right to Sell Contract for the described property has been executed and we do authorize this information to be published and distributed by the Lexington-Bluegrass Association of Realtors® Multiple Listing Service. Seller acknowledges and agrees that all information on this document is NOT CONFIDENTIAL. This information will be available to the public through the MLS members.

Listing Broker \_\_\_\_\_

Seller \_\_\_\_\_

Seller \_\_\_\_\_