LISTING INFORMATION
(Use this form for DFW MLS **Farm & Ranch** only)

Please provide the following information for the MLS database. Some items are required, and others are optional. It is important to be as complete and accurate as possible, because agents often run property searches based on selection criteria provided by this form. Required items are underlined, in bold, and marked with an asterisk (*).

*Property Address _____

*City _____ ***County** _____ ***State** _____ ***Zip** _____

*Property Type:
❑ Condo   ❑ Farm/Ranch   ❑ Half Duplex   ❑ Single Family   ❑ Townhouse

*Property Also For Lease? ❑ Yes   ❑ No

*Housing Type (Max 1)		
❑ Single Detached (typical)	❑ Farm/Ranch House	❑ Log Cabin
❑ Apartment	❑ Garden/Zero Lot Line	❑ Manufactured (cert. exchanged)
❑ Attached or 1/2 Duplex	❑ High Rise	❑ Resort Property
❑ Condo/Townhome	❑ Historical/Conservation District	❑ Singlewide w/ Land
❑ Designated Historical Home	❑ Interval Ownership	❑ Underground
❑ Doublewide with Land	❑ Lake House	❑ Vacation Home

Style of House		
❑ A-Frame	❑ Loft Apartment	❑ Spanish
❑ Colonial	❑ Mediterranean	❑ Split Level
❑ Contemporary/Modern	❑ Mid Century	❑ Studio Apartment
❑ Craftsman	❑ Modern	❑ Traditional
❑ Early American English	❑ Oriental	❑ Tudor
❑ French	❑ Prairie	❑ Victorian
❑ Geo/Dome	❑ Ranch	❑ Other
	❑ Southwestern	

Construction Status: ❑ New Construction (Never Lived in)   ❑ New Construction – Incomplete ❑ Preowned

*Construction		
❑ Block	❑ Glass	❑ Stucco
❑ Brick	❑ Log	❑ Tilt Wall
❑ Common Wall	❑ Metal	❑ Vinyl Siding
❑ Concrete	❑ Other	❑ Wood
❑ Fiber Cement	❑ Rock	
❑ Frame/Brick Trim	❑ Siding	

*Will Subdivide: ❑ Yes ❑ No ❑ Subdivided ***Year Built** _____

*Square Footage _____ (Living areas that are heated only; do not include garage, covered patio, etc.

*Source of Square Footage information: ❑ Appraiser ❑ Building Plan ❑ Tax ❑ Other Documentation

*Multi Parcel ID: ❑ Yes ❑ No

Accessory Unit? ❑Guest Quarters ❑Other (please specify) ❑Pool House ❑No

Subdivision Name _____ Lake Name _____

*School District _____

Primary School _____

Elementary School _____

Middle High School _____

Intermediate School _____

Junior High School _____

High School _____

*No. of Bedrooms _____ ***No. of Full Baths** _____ ***No. of Half Baths** _____

*No. of Stories _____ ***No. of Living Areas** _____ ***No. of Dining Areas** _____

Check all of the following items that apply:

	Floor Level	Length	Width	Features	
❑Master Bedroom				❑Custom Closet	❑Sitting Area in Master
				❑Fireplace in Master	❑Walk-in Closets

	Floor Level	Length	Width	Features	
❑Second Master				❑Custom Closet System	❑Walk-in Closets
				❑Sitting Area in Master	

	Floor Level	Quantity w/ same Features	Length	Width	Features	
❑Bedroom					❑Custom Closet	❑Split Bedrooms
❑Bedroom					❑Custom Closet	❑Split Bedrooms
❑Bedroom					❑Custom Closet	❑Split Bedrooms
❑Bedroom					❑Custom Closet	❑Split Bedrooms

	Floor Level	Length	Width	Features	
❑Breakfast Room				❑Breakfast Bar	❑Coffee Bar
				❑Built-in Cabinets	❑Corian/Type Countertop
				❑Butlers Pantry	❑Tile Countertop
				❑Cedar Closet	

	Floor Level	Length	Width	Features	
❑Dining Room				❑Built-in Cabinets	❑Butlers Pantry

	Floor Level	Length	Width	Features	
❑Exercise Room				❑Built-in Cabinets	❑Other

	Floor Level	Length	Width	Features	
❑Extra Storage Room				❑Floor Drain	❑Unfinished Bonus Room
				❑Other	

	Floor Level	Quantity w/ same Features	Length	Width	Features	
❑Full Bathroom					❑Bidet	❑Jetted Tub
					❑Corian/Type Countertop	❑Laundry Chute
					❑Double Shower	❑Linen Closet
					❑Drip/Dry Area	❑Medicine Cabinet
					❑Dual Sinks	❑Separate Shower
					❑Garden Tub	❑Separate Vanities
					❑Granite/Type Countertop	❑Shower Body Sprays
					❑Hollywood Bath	❑Steam Shower
					❑Jack & Jill Bath	❑Tile Countertops

	Floor Level	Quantity w/ same Features	Length	Width	Features	
❑Full Bathroom					❑Bidet	❑Jetted Tub
					❑Corian/Type Countertop	❑Laundry Chute
					❑Double Shower	❑Linen Closet
					❑Drip/Dry Area	❑Medicine Cabinet
					❑Dual Sinks	❑Separate Shower
					❑Garden Tub	❑Separate Vanities
					❑Granite/Type Countertop	❑Shower Body Sprays
					❑Hollywood Bath	❑Steam Shower
					❑Jack & Jill Bath	❑Tile Countertops

	Floor Level	Quantity w/ same Features	Length	Width	Features	
❑Full Bathroom					❑Bidet	❑Jetted Tub
					❑Corian/Type Countertop	❑Laundry Chute
					❑Double Shower	❑Linen Closet
					❑Drip/Dry Area	❑Medicine Cabinet
					❑Dual Sinks	❑Separate Shower
					❑Garden Tub	❑Separate Vanities
					❑Granite/Type Countertop	❑Shower Body Sprays
					❑Hollywood Bath	❑Steam Shower
					❑Jack & Jill Bath	❑Tile Countertops

	Floor Level	Length	Width	Features	
❑Game Room				❑Built-in Cabinets	❑Unfinished Bonus Room
				❑Other	

	Floor Level	Length	Width	Features	
❑Guest Suite				❑Cedar Closet	❑Coffee Bar

	Floor Level	Quantity w/ same Features	Length	Width	Features	
❑Half Bathroom					❑Bidet	❑Granite/Type Countertop
					❑Corian/Type Countertop	❑Medicine Cabinet
❑Half Bathroom					❑Bidet	❑Granite/Type Countertop
					❑Corian/Type Countertop	❑Medicine Cabinet

	Floor Level	Length	Width	Features	
❑Kitchen				❑Breakfast Bar	❑Eat-in Kitchen
				❑Built-in Cabinets	❑Farm Sink
				❑Butlers Pantry	❑Galley Kitchen
				❑Coffee Bar	❑Granite/Type Counters
				❑Concrete Countertop	❑Medicine Cabinet
				❑Corian/Type Countertop	

	Floor Level	Length	Width	Features	
❑Mud Room				❑Drip/Dry Area	❑Recycle Bin
				❑Dryer Hookup- Electric	❑Room for Freezer
				❑Dryer Hookup- Gas	❑Second Sink
				❑Floor Drain	❑Utility Closet
				❑Other	❑Washer Hook up
				❑Pot Filler	

	Floor Level	Length	Width	Features	
❑Sauna/Steam Room				❑Drip/Dry Area	❑Steam Shower

	Floor Level	Length	Width	Features
❑Spa/Hot Tub Room				❑Drip/Dry Area

	Floor Level	Length	Width	Features
❑Study/Den				❑Coffee Bar

	Floor Level	Length	Width	Features	
❑Utility Room				❑Built-in Cabinets	❑Pot Filler
				❑Dryer Hookup- Electric	❑Recycle Bin
				❑Dryer Hookup- Gas	❑Room for Freezer
				❑Dual Sinks	❑Second Sink
				❑Dumbwaiter	❑Separate Room
				❑Floor Drain	❑Utility Closet
				❑Full Size W/D Area	❑Utility in Garage
				❑Other	❑Washer Hookup

Extra Rooms	Floor Level	Length	Width
❑Library/Study			
❑Living Room			
❑Media Room			
❑Music Room			
❑Other			
❑Solarium/Sunroom			
❑Wine Cellar			

*Interior Features		
❑Bay Windows	❑High Speed Internet Avail.	❑Vaulted Ceilings
❑Built-in Wine Cooler	❑Intercom	❑Wainscoting
❑Cable TV Available	❑Loft	❑Water Filter
❑Central Vacuum	❑Multiple Staircases	❑Water Purifier
❑Decorative Lighting	❑Paneling	❑Water Softener
❑Dry Bar	❑Plantation Shutters	❑Wet Bar
❑Electric Shades	❑Skylight	❑Window Coverings
❑Elevator	❑Smart Home Features	❑Other
❑Flat Screen Wiring	❑Sound System Wiring	

*Pool on Property? ❏ Yes ❏ No

Backyard Pool Features		
❏Above Ground	❏Heated	❏Lap Pool
❏Attached Spa	❏In Ground Fiber Glass	❏Play Pool
❏Cabana	❏In Ground Gunite	❏Pool Perimeter Fence
❏Cleaning System	❏In Ground Vinyl	❏Separate Spa/Hot Tub
❏Custom Cover	❏Indoor	❏Water Feature
❏Diving	❏Infinity Edge	❏Other

*No. of Carport Spaces _____   ***No. of Garage Spaces** _____   Garage Length X Width: _____

*Parking Features		
❏Area Assigned	❏Garage Conversion	❏Oversized
❏Assigned Garage	❏Garage Door Opener	❏Pay Parking Garage
❏Assigned Spaces	❏Garage Under Building	❏Pay Parking Lot
❏Attached	❏Golf Cart Garage	❏Porte-Cochere
❏Circle Drive	❏Has Sink in Garage	❏Rear
❏Common Garage	❏Individual Carport	❏Shared Carport
❏Common Lot	❏None	❏Shared Garage
❏Covered	❏On Street	❏Side
❏Detached	❏Open	❏Swing Drive
❏Fence Assigned Lot	❏Open & Unassigned Garage	❏Tandem Style
❏Fence Open Lot	❏Opener	❏Unassigned
❏Front	❏Other	❏Uncovered
❏Garage	❏Outside Entry	❏Workbench

*Security System? ❏ Yes ❏ No

Alarm/Security Type		
❏Burglar	❏Firewall(s)	❏Smoke Detector
❏Carbon Monoxide Detector	❏Leased	❏Unknown
❏Exterior Security Light(s)	❏Monitored	❏Wireless
❏Fire Sprinkler System	❏Owned	❏Other
❏Fire/Smoke	❏Pre-Wired	

Handicap? ❏ Yes ❏ No

Handicap Amenities		
❏Elevator	❏Meets ADA Requirements	❏Wheelchair Access
❏Hand Rails	❏None	❏Wide Doorways
❏Lower Fixtures	❏Ramp	❏Other

*No. of Fireplaces _____

Fireplace Features		
❏Blower Fan	❏Freestanding	❏Metal Box
❏Brick	❏Gas Logs	❏See Through Fireplace
❏Decorative	❏Gas Starter	❏Stone
❏Direct Vent	❏Insert	❏Wood Burning
❏Electric	❏Masonry Box	❏Other

Common Features		
❑Boat Ramp	❑Greenbelt	❑Playground
❑Campground	❑Guarded Entrance	❑Private Lake/Pond
❑Club House	❑Horse Facilities	❑Public Hangar
❑Community Sprinkler Sys.	❑Jogging Path/Bike Path	❑Racquet Ball
❑Common Elevator	❑Landing Strip	❑RV Parking
❑Community Dock	❑Laundry	❑Sauna
❑Community Pool	❑Marina	❑Spa
❑Gated Entrance	❑Park	❑Tennis
❑Golf	❑Perimeter Fencing	❑Other

*Roof		
❑Built-Up	❑Metal	❑Tile/Slate
❑Composition	❑Overlay	❑Wood Shake
❑Concrete	❑Shake Metal	❑Wood Shingle
❑Fiber Cement	❑Tar/Gravel	❑Other

*Flooring		
❑Brick/Adobe	❑Marble	❑Vinyl
❑Carpet	❑Parquet	❑Wood Floor
❑Ceramic Tile	❑Slate	❑Wood Under Carpet
❑Concrete	❑Stone	❑Other
❑Laminate	❑Terrazzo	

*Foundation		
❑Basement	❑Piered Beam Slab	❑Other
❑Bois D'Arc Post	❑Pilings	
❑Pier & Beam	❑Slab	

Special Notes		
❑Aerial Photo	❑HUD	❑Section 8 Qualified
❑Affordable Housing	❑Inland/Wetland Restrictions	❑Senior/Adult Living Commun.
❑Build to Suit	❑Meets ADA Guidelines	❑Special Assessments
❑Deed Restrictions	❑Other	❑Special Contracts/Provisions
❑Deep Hole Test	❑Owner/Agent	❑Survey Available
❑Environ. Study Complete	❑Perc Test	❑Utility Easement
❑Feasibility Study Available	❑Phase I Complete	❑Verify Flood Insurance
❑Flood Plain	❑Phase II Complete	❑Verify Rollback Tax
❑Flowage Easement	❑Pipeline	❑Verify Tax Exemptions
❑Highline	❑Res. Service Contract	
❑Historical	❑Right of First Refusal	

*Kitchen Equipment		
❑Built-in Coffee Maker	❑Cooktop-Gas	❑Oven - Gas
❑Built-in Compactor	❑Dishwasher	❑Plumbed for Gas in Kitchen
❑Built-in Icemaker	❑Disposal	❑Range/Oven—Electric
❑Built-in Microwave	❑Double Oven	❑Range/Oven—Gas
❑Built in Refrigerator/Freezer	❑Drop in Range/Oven - Gas	❑Vent Mechanism
❑Commercial Grade Range	❑Dual Dishwashers	❑Warmer Oven Drawer
❑Commercial Grade Vent	❑Dual Fuel Range	❑Water Line to Refrigerator
❑Convection Oven	❑Indoor Grill	❑Other
❑Cooktop-Electric	❑Oven - Electric	

*Approx. Acres _____ ***Lot Dimensions** _____

Lot Description		
❑Acreage	❑Heavily Treed	❑No Backyard Grass
❑Adjacent to Greenbelt	❑Horses Permitted	❑Park View
❑Canal (Man Made)	❑Interior Lot	❑Partially Cultivated
❑Corner	❑Irregular	❑Pasture
❑Creek	❑Lake Front	❑River Front
❑Cul de Sac	❑Lake Front-Main Body	❑Some Trees
❑Cultivated	❑Landscaped	❑Subdivision
❑Golf Course Lot	❑Leasehold	❑Tank/Pond
❑Greenbelt	❑Lg Backyard Grass Area	❑Undivided

Exterior Features		
❑Arena	❑Greenhouse	❑RV/Boat Parking
❑Attached Grill	❑Guest Quarters	❑Satellite Dish
❑Balcony	❑Gutters	❑Separate Entry Quarters
❑Boat Dock w/ Lift	❑Lighting System	❑Sport Court
❑Boat Dock/Slip	❑Mosquito Mist System	❑Sprinkler System
❑Covered Deck	❑Outdoor Fireplace/Pit	❑Stable/Barn
❑Covered Porch(es)	❑Outdoor Living Center	❑Storage Building
❑Deck	❑Patio Covered	❑Storm Cellar
❑Equestrian Center	❑Patio Open	❑Tennis Court(s)
❑Gardens	❑Private Hangar	❑Workshop W/ Electric
❑Gazebo/Pergola	❑Private Landing Strip	❑Other

Restrictions		
❑Agricultural	❑Lease While on Market	❑No Waterbeds
❑Animals	❑Mobile Home	❑None
❑Architectural	❑No Divide	❑Other
❑Building	❑No Known Restrictions	❑Pet Restrictions
❑Deed	❑No Livestock	❑Pipeline
❑Development	❑No Mobile Home	❑Surface Lease(s)
❑Easement(s)	❑No Pets	❑Timber Lease(s)
❑Health Department	❑No Restrictions	❑Unknown Encumbrance(s)
❑Hi Line	❑No Smoking	
❑Inland-Wetland Restr.	❑No Subleases	

Easements		
❑Access	❑None	❑Utilities
❑Drainage	❑Other	❑Water Lines
❑Electric	❑Pipe Line	
❑Natural Gas	❑Telephone	

Type of Fence		
❏Automatic Gate	❏Metal	❏Rock/Stone
❏Barbed Wire	❏Net	❏Slick/Smooth Wire
❏Brick	❏None	❏Vinyl
❏Chain Link	❏Partially Fenced	❏Wood
❏Cross Fenced	❏Pipe	❏Other
❏Dog Run	❏Rail	

*Street/Utilities		
❏Aerobic Septic	❏Gravel / Rock	❏Outside City Limits
❏All Weather Road	❏Individual Gas Meter	❏Overhead Utilities
❏Alley	❏Individual Water Meter	❏Private Road
❏Asphalt	❏Master Gas Meter	❏Private Sewer Co.
❏City Sewer	❏Master Water Meter	❏Private Water Co.
❏City Water	❏M.U.D. Sewer	❏Septic
❏Co-op Membership Included	❏M.U.D. Water	❏Sewer Tap Fee Paid
❏Co-op Water	❏No City Services	❏Sidewalk
❏Community Mailbox	❏No Sewer	❏Underground Utilities
❏Concrete	❏No Water	❏Unincorporated
❏Curbs	❏None	❏Water Tap Fee Paid
❏Dirt	❏Other	❏Well

*Heating/Cooling (min 2 req)**		
❏Additional Water Heater(s)	❏Gas Jets	❏Solar
❏Central Air - Electric	❏Geothermal	❏Space Heater
❏Central Air - Gas	❏Heat Pump	❏Two(+) Pipe (Condo)
❏Central Heat - Electric	❏Humidifier	❏Window Unit
❏Central Heat - Gas	❏No A/C	❏Zoned
❏Direct Vent	❏No Heat	❏Other
❏Electrostatic Air Filter	❏Panel/Floor/Wall	
❏Evaporation	❏Propane	

*M.U.D. District?: ❏Yes   ❏No   ❏Unknown

Green Features		
❏Drought Tolerant Plants	❏Low Flow Commode	❏Recirculating Hot Water
❏Energy Recovery Ventilator	❏Low Flow Fixtures	❏Solar Electric System
❏Enhanced Air Filtration	❏Mechanical Fresh Air	❏Solar Hot Water
❏ET Irrigation Control	❏Rain/Freeze Sensors	❏Wind Power
❏Geo-thermal HVAC	❏Rain Water Catchment	

Green Certification		
❏Energy Star Certified	❏HERS 101+	❏LEED Platinum
❏Green Built N. TX	❏HERS Rated	❏LEED Silver
❏HERS 0-85	❏LEED Certified	❏NGBP-National Green
❏HERS 86-100	❏LEED Gold	

Energy Features		
❑12 in.+Attic Insulation	❑Foam Insulation	❑Storm Door(s)
❑13-15 SEER AC	❑Gas Water Heater	❑Storm Window(s)
❑16+ SEER AC	❑High Efficiency Water Heater	❑Tankless Water Heater
❑90% Efficient Furnace	❑Insulated Doors	❑Thermo Windows
❑Attic Fan	❑Low E Windows	❑Tinted Windows
❑Ceiling Fans	❑Programmable Thermostat	❑Turbines
❑Dehumidifier	❑Radiant Barrier	❑Variable Speed HVAC
❑Double Pane Windows	❑Smart Electric Meter	❑Ventilator
❑Electric Water Heater	❑Solar Panels	❑Other
❑Energy Star Appliances	❑Solar Screens	

Proposed Financing		
❑Assumable Loan	❑FHA	❑Private Assumable
❑Bond Money	❑FHA Assumable	❑Texas Vet
❑Cash	❑Fixed	❑Trade/Exchange
❑Conventional	❑FMHA	❑VA
❑Conventional Assumable	❑Lease Purchase	❑Other
❑Escalating	❑Owner Cary First	
❑Federal Land Bank	❑Owner Carry Second	

***Possession Date**	
❑Upon Closing/Funding ❑Specific Date _____	❑Negotiable (possible move-in before close)

Possible Short Sale?   ❑Yes   ❑No

***Homeowner's Association Dues:**   ❑ Mandatory   ❑ None   ❑ Voluntary   ***Amount: $_____**

Billing Frequency: ❑ Annual   ❑ Monthly   ❑ Quarterly   ❑ Semi-Annual   ❑ Other

HOA Includes:		
❑All Utilities	❑Full Use of Facilities	❑Partial Use of Facilities
❑Back Yard Maintenance	❑Gas	❑Reserves
❑Blanket Insurance	❑Maintenance of Cmn. Areas	❑Security
❑Electric	❑Management Fees	❑Sprinkler System
❑Exterior Maintenance	❑None	❑Trash
❑Front Yard Maintenance	❑Other	❑Water/Sewer

Annual Property Taxes **Without** Exemptions _____

If you have a preferred title company, enter here. If you don't have a preferred title company, leave this blank.

Title Co _____   Phone _____   Contact Name _____

Address _____

*Occupancy: ❑ Owner ❑ Tenant ❑ Vacant

*Exclusions – List any items that are not included in the sale that buyers may assume are included:

_____

*Farm & Ranch Information:

of Residences:_____ # of Barns:_____ # of Wells:_____ # of Stock Tanks/Ponds:_____
# of Lakes:_____

Topography		
❑Bottom ❑Brush ❑Cedar ❑Cleared ❑Flood Plain ❑Gullies ❑Hilly	❑Level ❑Mesquite ❑Need Fill ❑Oak ❑Other ❑Pine ❑Rolling	❑Rugged ❑Shinnery ❑Sloped ❑Steep ❑Varied

Present Use		
❑Agriculture ❑Commercial ❑Dairy ❑Equine ❑Exotics ❑Feed Lot ❑Fish Farm	❑Grazing ❑Hunting/Fishing ❑Industrial ❑Mobile ❑Orchard/Vineyards ❑Other ❑Planned Unit Development	❑Poultry ❑Residential Multi-Family ❑Residential Single ❑Resort ❑Sheep/Goats ❑Swine ❑Truck Farm

Proposed Use		
❑Agriculture ❑Commercial ❑Dairy ❑Equine ❑Exotics ❑Feed Lot ❑Fish Farm	❑Grazing ❑Hunting/Fishing ❑Industrial ❑Mobile ❑Orchard/Vineyards ❑Other ❑Planned Unit Development	❑Poultry ❑Residential Multi Family ❑Residential Single ❑Resort ❑Sheep/Goats ❑Swine ❑Truck Farm

	Stalls	Length	Width
Barn 1			
Barn 2			
Barn 3			

Barn Information		
❑Barn(s)	❑Hay Loft	❑Stable(s)
❑Breeding Barn	❑Indoor Arena	❑Stanchion Dairy Barn
❑Electric to Barn	❑Living Quarters	❑Tack Room
❑Equipment Barn	❑Loaf Shed(s)	❑Temperature Control
❑Farrowing Barn	❑Mare Motel	❑Wash Rack
❑Feeder Pig Barn	❑Other Utilities	❑Water to Barn
❑Goat/Sheep Barn	❑Parlor Dairy Barn	
❑Hay Barn	❑Show Barn	

Crops/Grasses		
❑Bluestem	❑Irrigated	❑Produce
❑Buffalo Grass	❑Klein Grass	❑Renner Love Grass
❑Coastal Bermuda	❑Main Grass	❑Row Crop
❑Common Bermuda	❑Native	❑Small Grain
❑Emmedo Love Grass	❑Non Irrigated	❑Softwood Timber
❑Hardwood Timber	❑Orchard	❑Unknown
❑Improved Pasture	❑Other	❑Vineyard

Bottom Land Acres:_____   Cultivated Acres:_____

Irrigated Acres:_____   Pasture Acres:_____

Crop Retire Program? ❑Yes   ❑No   Land Leased? ❑Yes   ❑No

Aerial Photo Available? ❑Yes   ❑No   AG Exemption? ❑Yes   ❑No

Road Frontage:_____

Road Frontage Desc		
❑Asphalt	❑FM Road	❑Private
❑City	❑Gravel/Rock	❑Road Easement
❑Concrete	❑Interest	❑Sidewalk
❑County	❑Interstate	❑State
❑Curbs/Gutters	❑None	❑Storm Sewer
❑Dirt	❑Oil & Screen	❑U.S. Highway

Ranch Type: ❑Crops   ❑Livestock   ❑Both   ❑ Other   Ranch Name:_____

Exterior Buildings		
❑Boiler Operation	❑None	❑Tenant House
❑Bunk House	❑Other	❑Winery
❑Mobile	❑Silo	❑Workshop

Miscellaneous		
❑Auto Feed Mill	❑Fenced for Exotic Birds/Game	❑Other
❑Calf Tables	❑Fenced for Horses	❑Outdoor Arena
❑Cattle Guard	❑Helipad	❑Perm. Squeeze Chutes
❑Cattle Working Pen	❑Holding Pen	❑Walker
❑Cold Storage Facility	❑Hot Walker	❑Windmill
❑Corrals	❑Kennels	
❑Fenced for Cattle	❑Loading Chute	

Other Utilities		
❑Butane Gas	❑No Electrical Meter	❑Propane/Butane Lease
❑Cable Available	❑No Sewer	❑Propane/Butane Own
❑City Electric	❑No Water	❑Rural Water District
❑Co-op Electric	❑No Water Meter	❑Septic System Required
❑Electric	❑Other Electric	❑Sewer Available Off Site
❑Electric Available Off Site	❑Other Utilities	❑Sewer Available On Site
❑Electric Available On Site	❑Perc Test	❑Sewer Tap Fee Paid
❑Gas Available Off Site	❑Phone Available Off Site	❑Water Tap Fee Paid
❑Gas Available On Site	❑Phone Available On Site	
❑Natural Gas	❑Propane Gas	

Surface Rights: ❑All   ❑Easement   ❑Exist   ❑Mineral Easement   ❑ Other

YOU'RE NOT DONE YET! . . . . . .

Please email the directions, a brief description, & photo(s) to listing@creekviewrealty.com
Please be sure to reference the property address in the email, and include your last name.

1) **Please email the directions** of how to get to the property. Starting with some major cross streets is good enough. **The space for the directions is limited to 300 characters WITH SPACES.** (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

2) **Please email a brief description** of the property. **The space for the description is limited to 720 characters**

WITH SPACES. (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

Tips for writing description: Emphasize major selling points that aren't prominent in other parts of the listing. For example, "4 bedroom, 2 bath home on 1/4 acre . . ." is redundant and a waste of space. Stick to facts that relate to the property, and skip the flowery language that doesn't give any real information. Avoid irrelevant details that nobody cares about. Please note that phone numbers, web sites, email addresses, etc. are not allowed in MLS descriptions and will be omitted.

Sample – Good description:
One story home with 3 car garage on quiet cul-de-sac with mature trees. Open floorplan, neutral colors, split floorplan. Master suite has sitting area and huge his & her walk-in closets. New roof 2004. Exemplary schools; walk to elementary.

Sample – Bad description:
Enjoy summer barbeques with family and friends and create lasting memories in the beautiful backyard of this 3 bedroom 2 bath 1800 square foot home in a nice neighborhood with good neighbors. Pull-down staircase to attic replaced 2 years ago.

3) Please email photo(s) in jpg format. All listings include at least a photo of the front. To get the best photos, refer to the Photo Guide on our website. Choose the menu item "Sellers", and select "Photo Guide".

Please be sure photos do not exceed 1024 x 768. For advice on how to resize and avoid problems emailing photos, go to our website, choose the menu item "Sellers", and select "How to Resize and Send Photos".

By submitting this form, I hereby certify that I am the Seller of the above property, and that all of the foregoing is true and accurate to the best of my knowledge. I agree to inform Creekview Realty in writing if there are any material changes to this information.

Seller Signature _____ Date _____

Please email completed forms to listing@creekviewrealty.com.
You may also fax to 866-219-7535

Updated 10/24/2017