

INCOME PROPERTY INPUT FORM for IRESis.com (Page 1 of 4, Rev. 12/20/2018) ***=Required Field,** **MLS #: _____**

***Listing Office:** _____ ***Listing Agent:** _____

***Co-Listed?:** Y / N (If yes, the following fields are required): **Co-Listing Office:** _____ **Co-Listing Agent:** _____

***Property Type:** INCOME PROPERTY **Secondary Property Type:** _____ ***Listing Status:** _____

***List Price:** _____ ***List Date:** ____ / ____ / ____ ***Expire Date:** ____ / ____ / ____

LOCATION

***County:** _____ ***Street #:** _____ **End Street #:** _____ **Street Dir.** _____ ***Street Name** _____
(e.g. for 123-200 Maple) (N,S,E,W)

St Post Dir _____ **St.Type** _____ **Bldg#** _____ **Unit#** _____ ***Mail City:** _____ ***Zip Code:** _____
(N,S,E,W) (e.g. AV, DR, ST)

***Locale:** _____ ***Legal:** _____ ***Subdivision:** _____

***Zoning:** _____ ***Parcel/Account Number:** _____ ***Realist Tax ID:** _____

Driving Directions: _____

Listing web site: http:// _____

LOT SIZE ***Approx. Acres:** _____ ***Lot Size (sq. ft.):** _____

SCHOOLS ***School District:** _____ ***High School:** _____

***Middle:** _____ ***Elem:** _____ **Elem 2:** _____

UTILITIES ***Water Supplier:** _____ **Elec Supplier:** _____ **Gas Supplier:** _____

CONTRACT & COMPENSATION

***Listing Contract: (Check one)**

- Exclusive Right to Sell, Transaction Broker
- Exclusive Right to Sell, Agency
- Exclusive Agency/Brokerage
- Exclusive Rt to Sell, Trans Broker, with Variable Rate Commission
- Exclusive Rt to Sell, Agency, with Variable Rate Commission
- Exclusive Agency with Variable Rate Commission

***Short Pay?:** Y/N

***Buyer Agency:** _____

***Transaction Broker:** _____
(Enter % or \$ amount above)

***Buyer Exclusion: Yes / No**

Min. Earnest Money: \$ _____

Earnest Money Recipient _____

*** Limited Service?:** Y/N If "yes", the listing broker (select one option): _____ will arrange appts for cooperating broker **OR** _____ gives co-op brokers authority to make appts with seller

*** For Showings, contact:** None / Listing Office / Listing Agent / Other: _____

MISC. ***Year Built** ____ ***New Const:** Y / N ***If Yes, Const. Completed?:** Y / N ***If No, Const. Started?:** Y / N ***If yes, Est. Completion Date:** ____

New Construction Notes (limited to 250 characters) _____

Model Name _____ **Builder** _____ ***Water Meter Installed?** Y / N ***Waterfront?** Y / N

ENERGY/GREEN FIELDS –Note: If "Yes, Year Certified/Installed and Score are required. Documents verifying certification are also required and should be uploaded with this listing.

Certifications: **HERS Rating:** _____ **Y / N** ***Year Certified:** _____ ***Score:** _____ (0-240)

ENERGY STAR® Qualified New Home : _____ **Y / N** ***Year Certified:** _____

LEED for Homes: _____ **Y / N** ***Year Certified:** _____

NAHB/NGBS-ICC 700: _____ **Y / N** ***Year Certified:** _____

Solar: **Solar PV:** _____ **Y / N** ***Year Installed:** _____ *** Kilowatts** _____

Solar Thermal: _____ **Y / N** ***Year Installed:** _____ *** Type** _____ (e.g. "Water")

"Green Features Addendum" uploaded? _____ **Y / N**

***Has an HOA?** Y / N If Yes, 1st HOA Name: _____ **HOA Phone:** _____

HOA Email: _____ **HOA Website:** _____ **Has Covenants?** Y / N

***Has Assn Fee?** Y / N If Yes, ***Assn.Fee = \$** _____ **per** _____ ***Assn.Transfer Fee?** Y / N ***Assn. Reserve?** Y / N

Secondary HOA Name: _____ **HOA Phone:** _____

HOA Email: _____ **HOA Website:** _____ **Has Covenants?** Y / N

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Has Assn Fee? Y / N If Yes, Assn.Fee = \$ _____ per _____ Assn.Transfer Fee? Y / N Assn. Reserve? Y / N

SIZE & UNITS # of Parking Spaces _____ #1 Bdrm Units _____ #2 Bdrm Units _____ #3 Bdrm Units _____ Total # of Units _____

Unit	#Units	Beds	Baths	BSMT(y/n)	SQFT	Rent	#Park Spaces	Park Type	(Park Types:
1 st Type	_____	_____	_____	_____	_____	_____	_____	_____	A=attached
2 nd Type	_____	_____	_____	_____	_____	_____	_____	_____	C=carport
3 rd Type	_____	_____	_____	_____	_____	_____	_____	_____	D=detached
4 th Type	_____	_____	_____	_____	_____	_____	_____	_____	U=underground
5 th Type	_____	_____	_____	_____	_____	_____	_____	_____	O=Off Street
6 th Type	_____	_____	_____	_____	_____	_____	_____	_____	R=Reserved
									N=None)

SQFT
 *Total SqFt (fin+unfin) inc. Bsmt _____ *SqFt Source: Licensee, Prior Appraisal, Building Plans, Assessor, Other

EXPENSES

Tax Year (YYYY): _____
 *1) POTENTIAL RENTAL INCOME \$ _____
 *2) - Vacancy (% of PRI) _____
 3) = EFFECTIVE RENTAL INCOME (autocalculated) _____
 4) + Other income (laundry,etc.) _____
 5) = GROSS OPERATING INCOME (autocalculated) _____
 OPERATING EXPENSES
 Property Taxes _____
 Building Insurance _____
 Utilities _____
 Common Area Maintenance _____
 Other _____
 Other _____
 Other _____
 6) - TOTAL OPERATING EXPENSES (autocalculated) _____
 7) = NET OPERATING INCOME (autocalculated) _____

The following fields may be manually or automatically calculated: GRM: _____ CAP Rate: _____

REMARKS

Broker Remarks (Private information for other brokers only (e.g. commission info, bonuses, etc. Will display in IRESis & on printed agent version reports only.)

Listings Comments (Describe the property. Will display on reports and be sent to ColoProperty, MySite, and all other public websites)

*Display on ColoProperty.com Y / N *Realtor.com? Y / N *Zillow Group? Y / N
 *Broker Public Portal (homesnap.com public access) Y / N *Exclude from ListHub Syndication *? Y / N

INCOME PROPERTY FEATURES: *=Required Feature. Circle or write feature number on each line provided.

EXTERIOR FEATURES:

- *Style _____
 1. 1 Story/Ranch
 2. Bi-Level
 3. Tri-Level
 4. Four-Level
 5. Five+ Levels
 6. 2 Story
 7. 3 Story
 8. 4 Story
 10. 1 1/2 Story
 11. Raised Ranch
 12. Tri Front/Back
 13. 4 L Front/Back
 *Construction _____
 1. Wood/Frame
 2. Brick/Brick Veneer
 3. Block
 4. Stone
 5. Log
 6. Metal Siding
 7. Vinyl Siding
 8. Composition Siding
 9. Stucco
 10. Wood Siding
 11. Wood Shingle

12. Cedar/Redwood
 13. Painted/Stained
 14. Rolling Shutters
 15. Other Construction
 41. Adobe
 42. Concrete
 43. Moss Rock
 *Roof _____
 1. Composition Roof
 2. Wood Shake/Shingle
 3. Tar & Gravel
 4. Tile Roof
 5. Metal Roof
 6. Slate Roof
 7. Rubber/Membrane
 8. Foam Roof
 9. Fiberglass Shingles
 10. Other Roof
 11. Flat Roof
 17. Cement Shake
 18. Concrete Tile
 19. Simulated Shake
 Common Amenities _____
 1. Clubhouse
 2. Tennis
 3. Hot Tub

4. Indoor Pool
 5. Pool
 6. Sauna
 7. Play Area
 8. Exercise Room
 9. Common Rec/Park Area
 10. Extra Storage
 11. Common Laundry
 12. Security Building
 13. Elevator
 Assoc Fee Includes _____
 1. Common Amenities
 2. Trash
 3. Snow Removal
 4. Lawn Care
 5. Security
 6. Management
 7. Common Utilities
 8. Exterior Maintenance
 Type _____
 2. Zero Lot Line
 3. Patio Home
 5. Cottage/Bung
 6. Colonial
 7. Victorian
 8. Tudor

9. Spanish
 10. Cape Cod
 11. Farm House
 12. Earth Berm
 13. Cabin
 14. A-Frame
 15. Fixer-Upper
 18. Legal, Conforming
 19. Legal, Non-conforming
 20. Duplex
 23. Manufactured Home
 25. Foursquare/Denver Square
 26. Chalet
 27. Contemporary/Modern
 Outdoor Features _____
 1. Lawn Sprinkler System
 2. Storage Buildings
 3. Balcony
 4. Patio
 5. Deck
 6. Enclosed Porch
 7. Private Hot Tub
 15. Tandem Garage
 16. Carriage House
 17. Land Lease

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Location Description _____

1. Cul-De-Sac
2. Corner Lot
3. Wooded Lot
4. Evergreen Trees
5. Deciduous Trees
6. Native Grass
7. Level Lot
8. Rolling Lot
9. Sloping Lot
10. Steep Lot
11. Rock Out-Croppings
12. Abuts Ditch
13. Abuts Golf Course
14. Golf Course Nborhood.
15. Abuts Pond/Lake
16. Abuts Stream/Creek/River
17. Abuts Farm Land
18. Abuts National Forest
19. Abuts Park
20. Abuts Public Open Space
21. Abuts Priv. Open Space
22. Meadow
23. Orchard
24. Outbuildings
25. Airpark
26. Historic District
27. Co-Housing
28. Senior Community
29. House/Lot Faces North
30. House/Lot Faces South
31. House/Lot Faces East
32. House/Lot Faces West
33. House/Lot Faces NW
34. House/Lot Faces NE
35. House/Lot Faces SW
36. House/Lot Faces SE
37. Within City Limits
43. Unincorporated

Horse Property _____

1. Horse(s) Allowed
2. Zoning OK for 1 Horse
3. Zoning OK for 2 Horses
4. Zoning OK for 3 Horses
5. Zoning OK for 4+ Horses
6. Barn with 1-2 Stalls
7. Barn with 3+ Stalls
8. Corral(s)
9. Pasture
10. Arena
11. Tack Room
12. Loafing Shed
13. Hay Storage Building
14. Access to Riding Trails

Fences _____

1. Partially Fenced
2. Enclosed Fenced Area
3. Wood Fence
4. Chain Link
5. Security Fence
6. Other Fence
7. Electric Fence
8. Wire Fence
9. Metal Post Fence
10. Dog Run/Kennel
11. Vinyl/Composite Fencing

Views _____

1. Back Range/Snow Cap'd
2. Foothills View
3. Plains View
4. City View
5. Water View

Lot Improvements _____

1. Street Paved
2. Curbs
3. Gutters
4. Sidewalks

5. Street Light
 6. Alley
 7. Fire Hydrant w/in 500 Ft
- Road Access** _____
1. Private, up to Co. Stand
 2. Private, not up to CoStand
 3. 4x4 Required to Access
 4. City Street
 5. Co. Rd/Co. Maintained
 6. Co. Rd/Not Maintained
 7. State Highway
 8. Interstate
 9. Easement
 10. Privately Maintained
 11. Lack of Rt to Access
 12. Security Gate
 13. Alley

Road Surface at Prop. Line _____

1. Road Improve Needed
2. Dirt Road
3. Gravel Road
4. Blacktop Road
5. Concrete Road

Parking Per Unit _____

1. Less Than 1
2. 1 Space/Unit
3. 1.5 Spaces/Unit
4. 2 Spaces/Unit

INTERIOR FEATURES:

***Basement/Foundation** _____

1. No Basement
2. Partial Basement
3. Full Basement
4. Unfinished Basement
5. 25%+Finished Basement
6. 50%+Finished Basement
7. 75%+Finished Basement
8. 90%+Finished Basement
9. Crawl Space
10. Slab
11. Walk-out Basement
12. Daylight Basement
13. Structural Floor
14. Built-In Radon
15. Rough-in for Radon
16. Retrofit for Radon
17. Radon Test Available
19. Sump Pump

***Heating** _____

1. No Heat
2. Forced Air
3. Hot Water
4. Heat Pump
5. Baseboard Heat
6. Gravity Heat
7. Wood Stove
8. Multi-zoned Heat
9. Radiant Heat
10. Radiator
11. Space Heater
12. 2 or more Heat Sources
13. Humidifier
14. 2 or more H₂O Heaters
15. Electric Air Filter
16. Common Heat Source
17. Individual Heat Source
19. Wall Heater

Cooling _____

1. Central Air Conditioning
2. Room Air Conditioner
3. Evaporative Cooler
4. Ceiling Fan
5. Attic Fan
6. Whole House Fan

***Inclusions** _____

1. No Units Furnished

2. Window Coverings
3. Electric Range/Oven
4. Gas Range/Oven
5. Down-draft Range
6. Self-Cleaning Oven
7. Continuous-CleanOven
8. Double Oven
9. Dishwasher
10. Refrigerator
11. Bar Refrigerator
12. Washer
13. Dryer
14. Microwave
15. Compactor
16. Freezer
17. Jetted Bath Tub
18. Central Vacuum
19. Intercom
20. Security System Owned
21. Security System Leased
22. Laundry Tub
23. Gas Bar-B-Q
24. Garage Door Opener
25. Satellite Dish
26. TV Antenna
27. Fireplace Tools Included
28. Some Furniture
29. Water Softener Owned
30. Water Softener Rented
31. Water Filter Owned
32. Water Filter Rented
33. All Units Furnished
34. Some Appliances
35. All Appliances
36. Personal Prop. Inventory
37. Disposal
38. Smoke Alarm(s)

Energy Features _____

1. Solar Domestic Hot Water
2. Solar Hot Water Heat
3. Solar Rough-In
4. Trombe Wall
5. Sun Space
6. Southern Exposure
7. Double Pane Windows
8. Triple Pane Windows
9. Storm Window
10. Storm Doors
11. Attached Greenhouse
12. High Efficiency Furnace
13. Energy Survey Comp.
14. Demand Control Limiter
15. Set Back Thermostat
17. Energy Rated
18. Solar PV Leased
19. Solar PV Owned

Design Features _____

1. Eat-in Kitchen
2. Separate Dining Room
3. Cathedral/Vaulted Ceil.
4. Open Floor Plan
5. Workshop
6. Pantry
7. Wood Windows
8. Bay or Bow Window
9. Stain/Natural Trim
10. Walk-in Closet
11. Loft
12. Sauna
13. Wet Bar
14. Fire Sprinklers
15. Fire Alarm
16. Washer/Dryer Hookups
17. Skylights
18. Wood Floors
19. Shared Kitchen
20. Shared Baths

21. Outside Entry
 22. Kitchen Island
- Fireplace** _____
1. Re-circulating Fireplace
 2. Freestanding Fireplace
 3. Fireplace Insert
 4. 2+Fireplaces
 5. Outside Combustion Air
 6. Gas Fireplace
 7. Gas Logs Included
 8. Electric Fireplace
 9. Multi-sided Fireplace
 10. Rough-in Fireplace
 18. Pellet Stove

Disabled Access _____

1. Ramp Access
2. Level Lot
3. Level Drive
4. Near Bus
5. Width of Halls 42"/ more
6. Low Carpet
7. Interior Doors 32" or more
8. Exterior Doors 36"/ more
9. No Stairs
10. Other Access
11. Main Floor Bath
12. Main Level Bedroom
13. Stall Shower
15. Elevator

OTHER FEATURES:

***Utilities** _____

1. Natural Gas
2. Electric
3. Propane
4. Wood/Coal
7. Oil
8. No Utilities
9. Other Utilities
10. Cable TV Available
11. Master Meter-Electric
12. Master Meter-Gas
13. Separate Meter Electric
14. Separate Meter Gas
29. Satellite Avail
30. High Speed Avail

***Water/Sewer** _____

1. City Water
2. District Water
3. Well
4. Cistern
5. City Sewer
6. District Sewer
7. Septic
8. No Water/Sewer
9. Other Water/Sewer
10. See Remarks

Mineral & Water Rights _____

1. Water Rights Included
2. Water Rights Excluded
3. Irrigation Well Included
4. Irrigation Well Excluded
5. Mineral Rights Included
12. Mining Claim
13. Mineral Rights Excluded

***Ownership** _____

1. Lender Owner/REO
2. Licensed Owner
3. Private Owner
4. Corporate Buy-Out
5. Partnership
6. Other Owner
7. Perm. Affordable Housing
9. HUD
10. Builder

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***Occupied by** _____

- 1. Owner Occupied
- 2. Tenant Occupied
- 3. Vacant for Rent
- 4. Vacant not for Rent

***Possession** _____

- 1. Before Closing
- 2. Delivery of Deed
- 3. 1-3 Days after Closing
- 4. Specific Date
- 5. Tenant Will Vacate
- 6. Owner Will Vacate
- 7. Current Lease Agreement
- 8. See Remarks

***Tenant Pays** _____

- 1. Deposit
- 2. Gas
- 3. Electric
- 4. Water
- 5. Sewer
- 6. Property Taxes

7. CPI Annual Escalation

- 8. Building Insurance
- 9. Interior Maintenance
- 10. Site Maintenance
- 11. Exterior Maintenance
- 12. Structural Maintenance
- 13. Association Fees
- 14. Trash
- 15. A/C Maintenance
- 16. Parking
- 17. Janitorial-Common
- 18. Janitorial-Suite
- 19. All Op Costs-used alone
- 20. Nothing

***Grs Schd Income Incl.** _____

- 1. Lease/Rents
- 2. Deposits Forfeited
- 3. Vending Machine
- 4. Common Area Fees
- 5. Lease Overage
- 6. Leased Parking

7. Laundry

***Property Disclosures** _____

- 1. Seller's Disclosure
- 2. No Property Disclosure
- 3. Lead Paint Disclosure

***Flood Plain** _____

- 1. High Hazard/Floodway
- 2. 100 Year/High Risk
- 3. 500 Year/Moderate Risk
- 4. Minimal Risk

Existing Lease _____

- 1. Month-to-Month
- 2. Fixed Term
- 3. 6 Month Lease
- 4. Year Lease
- 5. Other—See Remarks
- 6. Not Leased

Possible Usage _____

- 1. Single Family
- 2. Multi Family
- 3. Mobile Homes

4. PUD

- 5. Farm/Ranch
- 6. Business
- 7. Commercial or Industrial
- 8. Additional Units

New Financing /Lending _____

- 1. Cash
- 2. Conventional
- 3. FHA
- 4. VA
- 5. Seller Points/Buydown
- 6. Owner Financing
- 7. Wrap/Blend
- 8. Lease Purchase
- 9. Exchange/Trade
- 15. Short Pay
- 16. 1031 Exchange
- 17. Auction
- 18. SS Pend Lender Apprvl

Exclusions (100 characters max.): _____

Showing Info (optional) All showing information is private and can be viewed by Listing Office only.

Property Vacant? Y / N Showings Allowed? Y / N Sentrilock Lockbox Serial#: _____ Lockbox/CBS Code: _____

Allow online requests? Y / N

Showing Staff Instructions: (500 character max.) _____

Showing Agent Instructions: (500 character max.) _____

Showing Contact Information (Optional. If filled in, First and Last name and one phone number are required.)

First Name: _____ Last Name: _____

Home Phone: _____ Use for text? Y / N

Work Phone: _____ Use for text? Y / N

Mobile Phone: _____ Use for text? Y / N

Other Phone: _____ Use for text? Y / N

Email: _____ Appt. Notices Y / N Feedback Y / N Preferred Contact Method: _____

Customize the Feedback Questionnaire: Select *one* only

(Email, Phone, Text or Other)

Use the standard showings feedback questionnaire

Use the customization from your user preferences

Customize the showings feedback questionnaire for this listing only (If this selection is chosen, select which questions to include below and/or add customized questions)

Is the customer interested in the property?

Did the property show well?

Is the price right?

Feedback on the interior

Feedback on the exterior

Other suggestions/comments

Add custom question 1: _____

Add custom question 2: _____

Open Houses

Open House Date: _____ (mm/dd/yyyy)

Repeat Information: _____ End Open House Date (mm/dd/yyyy) _____ Monday Tuesday Wednesday Thursday Friday Saturday

Sunday Start Time (hh:mm): _____ End Time (hh:mm) _____

Comments: (Limited to 255 Characters) _____

Send to ColoProperty.com®, MySite, Listing Links, IDX downloads, Realtor.com®, Zillow Group, and ListHub Channels (if your office is signed up): Yes No

I hereby represent to the MLS that I am in possession of a properly executed Exclusive Right to Sell Listing Contract or an Exclusive Agency Listing Contract signed by the owner(s) of the property and that I have used my best efforts as to accuracy and correctness on this data input form.

Signature _____