

**INCOME PROPERTY INPUT FORM for IRESis.com** (Page 1 of 4, Rev. 05/08/2019) **\*=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:** \_\_\_\_\_

**METRO DISTRICT** **\*In Metro Tax District:**  Y/N

**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, 1<sup>st</sup> 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 <sup>st</sup> Type	_____	_____	_____	_____	_____	_____	_____	_____	A=attached
2 <sup>nd</sup> Type	_____	_____	_____	_____	_____	_____	_____	_____	C=carport
3 <sup>rd</sup> Type	_____	_____	_____	_____	_____	_____	_____	_____	D=detached
4 <sup>th</sup> Type	_____	_____	_____	_____	_____	_____	_____	_____	U=underground
5 <sup>th</sup> Type	_____	_____	_____	_____	_____	_____	_____	_____	O=Off Street
6 <sup>th</sup> 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 Roof  
 \*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  
 16. hiking/Biking Trails  
 17. Business Center  
 18. Recreation Room  
 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

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- 15. Tandem Garage
- 16. Carriage House
- 17. Land Lease
- 18. Drive Through Garage

**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
- 6. 360 Degree

**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
- 20. Post and Pier

**\*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 H<sub>2</sub>O Heaters
- 15. Electric Air Filter
- 16. Common Heat Source
- 17. Individual Heat Source
- 19. Wall Heater
- 20. Oil

**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
- 27. 6-Panel Doors
- 28. French Doors
- 29. 9ft+ Ceilings
- 30. Beamed Ceilings
- 31. Crown Molding

**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
- 19. Coal Fireplace
- 20. Masonry Fireplace
- 21. Single Fireplace
- 22. No Fireplace

**Disabled Access** \_\_\_\_\_

- 1. Ramp Access
- 2. Level Lot
- 3. Level Drive
- 4. Near Bus
- 5. Width of Halls 42" or more
- 6. Low Carpet
- 7. Interior Doors 32" or more
- 8. Exterior Doors 36" or 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
- 31. Underground

**\*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

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- \*Ownership** \_\_\_\_\_
- Lender Owner/REO
  - Licensed Owner
  - Private Owner
  - Corporate Buy-Out
  - Partnership
  - Other Owner
  - Perm. Affordable Housing
  - HUD
  - Builder

- \*Occupied by** \_\_\_\_\_
- Owner Occupied
  - Tenant Occupied
  - Vacant for Rent
  - Vacant not for Rent

- \*Possession** \_\_\_\_\_
- Before Closing
  - Delivery of Deed
  - 1-3 Days after Closing
  - Specific Date
  - Tenant Will Vacate
  - Owner Will Vacate
  - Current Lease Agreement
  - See Remarks

- \*Tenant Pays** \_\_\_\_\_
- Deposit
  - Gas
  - Electric
  - Water
  - Sewer
  - Property Taxes
  - CPI Annual Escalation
  - Building Insurance
  - Interior Maintenance
  - Site Maintenance
  - Exterior Maintenance
  - Structural Maintenance
  - Association Fees
  - Trash
  - A/C Maintenance
  - Parking
  - Janitorial-Common
  - Janitorial-Suite
  - All Op Costs-used alone
  - Nothing

- \*Grs Schd Income Incl.** \_\_\_\_\_
- Lease/Rents
  - Deposits Forfeited

- Vending Machine
- Common Area Fees
- Lease Overage
- Leased Parking
- Laundry

- \*Property Disclosures** \_\_\_\_\_
- Seller's Disclosure
  - No Property Disclosure
  - Lead Paint Disclosure

- \*Flood Plain** \_\_\_\_\_
- High Hazard/Floodway
  - 100 Year/High Risk
  - 500 Year/Moderate Risk
  - Minimal Risk

- Existing Lease** \_\_\_\_\_
- Month-to-Month
  - Fixed Term
  - 6 Month Lease
  - Year Lease
  - Other—See Remarks
  - Not Leased

- Possible Usage** \_\_\_\_\_
- Single Family

- Multi Family
- Mobile Homes
- PUD
- Farm/Ranch
- Business
- Commercial or Industrial
- Additional Units

- New Financing /Lending** \_\_\_\_\_
- Cash
  - Conventional
  - FHA
  - VA
  - Seller Points/Buydown
  - Owner Financing
  - Wrap/Blend
  - Lease Purchase
  - Exchange/Trade
  - Short Pay
  - 1031 Exchange
  - Auction
  - SS Pend Lender Apprvl
  - FIRPTA

**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 \_\_\_\_\_