

**ATTACHED DWELLING INPUT FORM (Shared Wall: Condo, Townhome, Patio Home, 1/2 Duplex)**

\* = Required Field

MLS #: \_\_\_\_\_

**Listing Information**

\*Listing Office: \_\_\_\_\_ \*Listing Agent: \_\_\_\_\_

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

\*Property Type: ATTACHED DWELLING Secondary Property Type: \_\_\_\_\_ \*Listing Status: \_\_\_\_\_

\*List Price: \_\_\_\_\_ \*List Date: \_\_\_\_\_ \*Expire Date: \_\_\_\_\_ (If Coming Soon Status the following field is required):

Go Active Date: \_\_\_\_\_

**Location Information**

\*County: \_\_\_\_\_ \*Street #: \_\_\_\_\_ Street Dir (N, S, E, W): \_\_\_\_\_ \*Street Name: \_\_\_\_\_

Street Type (e.g. St, Ave): \_\_\_\_\_ St Post Dir (N, S, E, W): \_\_\_\_\_ Building #: \_\_\_\_\_ Unit #: \_\_\_\_\_ \*Mail City: \_\_\_\_\_

\*Zip Code: \_\_\_\_\_ \*Locale: \_\_\_\_\_ \*Legal: \_\_\_\_\_

\*Subdivision: \_\_\_\_\_ \*Zoning: \_\_\_\_\_ Parcel/Account Number: \_\_\_\_\_

\*Realist Tax ID: \_\_\_\_\_

Driving Directions (limited to 250 characters): \_\_\_\_\_

Listing Web Site: http:// \_\_\_\_\_

**Property Information**

\*Taxes: \$ \_\_\_\_\_ \*Tax Year: \_\_\_\_\_ Lot Size in Sq. Ft: \_\_\_\_\_ OR Approx. Acres: \_\_\_\_\_

\*School District: \_\_\_\_\_ \*High School: \_\_\_\_\_ \*Middle School: \_\_\_\_\_

\*Elem 1: \_\_\_\_\_ Elem 2: \_\_\_\_\_ \*Water Supplier: \_\_\_\_\_

Electric Supplier: \_\_\_\_\_ Gas Supplier: \_\_\_\_\_ \*Metro District?:  Y /  N  
(If yes, Name is required)

Name: \_\_\_\_\_ Website: \_\_\_\_\_ Fees: \$ \_\_\_\_\_ / Monthly, Quarterly, Annually

2nd Metro District?:  Y /  N Name: \_\_\_\_\_ Website: \_\_\_\_\_ Fees: \$ \_\_\_\_\_ / Monthly, Quarterly, Annually  
(If yes, Name is required)

**Transaction Information**

\*Listing Contract: (Check One)

- Exclusive Right to Sell, Transaction Broker
- Exclusive Right to Sell, Agency
- Exclusive Agency/Brokerage
- Exclusive Right to Sell, Transaction Broker, w/ Variable Rate Commission
- Exclusive Right to Sell, Agency, w/ Variable Rate Commission
- Exclusive Agency/Brokerage w/ Variable Rate Commission

\*Limited Service?  Y /  N

If "Y", the listing broker (select 1 option):

- will arrange apts for cooperating broker
- OR
- gives co-op brokers authority

\*Short Pay?  Y /  N \*Buyer Agency: \$ \_\_\_\_\_ OR % \_\_\_\_\_ \*Transaction Broker: \$ \_\_\_\_\_ OR % \_\_\_\_\_ \*Buyer Exclusions:  Y /  N

Minimum Earnest Money: \$ \_\_\_\_\_ Earnest Money Recipient: \_\_\_\_\_

\*For Showings, contact:  None  Listing Agent  Listing Office  ShowingTime: \_\_\_\_\_  Homesnap  Other: \_\_\_\_\_  
(Online Showings when ShowingTime or Homesnap is selected)

**Building Information**

\*Year Built: \_\_\_\_\_ \*New Construction?:  Y /  N \*If Yes, Is Construction Completed?:  Y /  N

\*If No, Is Construction Started?:  Y /  N \*If Yes, Est. Completion Date: \_\_\_\_\_

New Construction Notes (limited to 250 characters): \_\_\_\_\_

Model Name: \_\_\_\_\_ Builder: \_\_\_\_\_ \*Water Meter Installed?:  Y /  N

\*Water Rights?:  Y /  N Well Permit #: \_\_\_\_\_ \*Waterfront?:  Y /  N

**Energy/Green Information** (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:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Certified:</b> _____	<b>*Score:</b> _____ (0-240)
	Home Energy Score:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Certified:</b> _____	<b>*Rating:</b> _____ (1-10)
	ENERGY STAR® Qualified New Home:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Certified:</b> _____	
	LEED for Homes:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Certified:</b> _____	
	NAHB/NGBS-ICC 700:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Certified:</b> _____	
Solar:	Solar PV:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Installed:</b> _____	<b>*Kilowatts:</b> _____
	Solar Thermal:	<input type="checkbox"/> Y / <input type="checkbox"/> N	<b>*Year Installed:</b> _____	<b>*Type:</b> _____ (e.g. "Water")
*Green Features Addendum uploaded?		<input type="checkbox"/> Y / <input type="checkbox"/> N		

**Association Information**

**\*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

2nd 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

**Garage Information**

**\*# Spaces:** \_\_\_\_\_ **\*Garage Type:**  Attached  Carport  Detached  None  Off Street  Reserved  Underground Garage SqFt: \_\_\_\_\_

**Square Footage Information**

<b>*Main:</b> _____	Upper: _____	<b>*Finished SqFt (exclude Basement):</b> _____	<b>SqFt Source:</b> <input type="checkbox"/> Licensee <input type="checkbox"/> Prior Appraisal <input type="checkbox"/> Building Plans <input type="checkbox"/> Assessor <input type="checkbox"/> Other
Lower: _____	Addl. Upper: _____	<b>*Finished SqFt (Include Basement):</b> _____	
<b>*Basement:</b> _____		<b>*Total SqFt (Fin &amp; Unfin Inc. Basement):</b> _____	

**Room Information**

<u>Rooms</u>	<u>*Dimensions (LxW)</u>	<u>*Level</u>	<u>*Floor Covering</u>	<u>Level Options:</u>	
Living Room	_____ X _____	_____	_____	Main, Upper, Lower, Basement, Addl. Upper	<b>*Total # Bdrms:</b> _____
Dining Room	_____ X _____	_____	_____		<b>*All Bdrms Conform:</b> <input type="checkbox"/> Y / <input type="checkbox"/> N
<b>*Kitchen</b>	_____ X _____	_____	_____		
Great Room	_____ X _____	_____	_____	<b>Floor Covering Options:</b> Brick, Bamboo, Carpet, Cork, Laminate, Other, Tile, Vinyl, Wood	<b>* Total # of Bathrooms:</b> _____
Family Room	_____ X _____	_____	_____		# Rough-in baths: _____
Rec Room	_____ X _____	_____	_____		
Laundry Area	_____ X _____	_____	_____		
<b>*Master Bdrm</b>	_____ X _____	_____	_____		
Bedroom 2	_____ X _____	_____	_____		
Bedroom 3	_____ X _____	_____	_____		
Bedroom 4	_____ X _____	_____	_____		
Bedroom 5	_____ X _____	_____	_____		
Bedroom 6	_____ X _____	_____	_____		
Study/office	_____ X _____	_____	_____		

<u>Baths</u>	<u>Bsmt</u>	<u>Lower</u>	<u>Main</u>	<u>Upper</u>	<u>Addl</u>
Full Baths	_____	_____	_____	_____	_____
3/4 Baths	_____	_____	_____	_____	_____
1/2 Baths	_____	_____	_____	_____	_____

**Remarks** (limited to 1000 characters for Listing Comments and Broker Remarks)

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

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Broker Remarks (Private Information for other brokers only- e.g. commission info, bonuses, etc. Will display on IRESis & printed agent version reports only): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Display Listings on the Internet?**\*ColoProperty.com®:  Y /  N\*Realtor.com®:  Y /  N\*Broker Public Portal:  Y /  N\*Exclude from ListHub Syndications?:  Y /  N**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
10. 1 ½ 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

\*Description: \_\_\_\_\_

1. Garden Level
2. 1st Floor
3. 2nd Floor
4. 3rd Floor
5. 4th Floor

6. Limited Living Unit
7. Townhome Style Condo
8. Outside Entry
9. Townhome
10. End Unit
12. Other Description
13. 1/2 Duplex
14. Loft

\*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
14. No Amenities
15. Unknown
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
9. Cable TV
10. Water/Sewer
11. Heat
12. Electricity
13. Hazard Insurance
14. No Association Fee

\*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
16. In-Law Area
17. Includes Rental Unit
18. Legal, Conforming
19. Legal, Non-conforming
23. Manufactured Home
25. Foursquare/Denver Square
26. Chalet
27. Contemporary/Modern

\*Outdoor Feat: \_\_\_\_\_

1. Private Lawn Sprinklers
2. Storage Buildings
3. Balcony
4. Patio
5. Deck
6. Enclosed Porch
7. Private Hot Tub
8. Rec Assoc Required
9. Private Pool
10. Tennis Court
11. RV/Boat Parking
12. >8' Garage Door
13. Heated Garage
14. Oversized Garage
15. Tandem Garage
17. Land Lease
18. Drive Through Garage

\*Location Desc: \_\_\_\_\_

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 Neighborhood
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 Private 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

\*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/Composition Fence

\*Views: \_\_\_\_\_

1. Back Range/Snow Capped
2. Foothills View
3. Plains View
4. City View
5. Water View
6. 360 Degrees

\*Lot Improvements: \_\_\_\_\_

1. Street Paved
2. Curbs
3. Gutters
4. Sidewalks
5. Street Light
6. Alley
7. Fire Hydrant within 500 Ft

\*Road Access: \_\_\_\_\_

1. Private, up to Co. Standards
2. Private, not up to Co. Standard
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 Legal Rt to Access
12. Security Gate
13. Alley

**Rd Surface at Prop Line:** \_\_\_\_\_

- Road Improve Needed
- Dirt Road
- Gravel Road
- Blacktop Road
- Concrete road

**Interior Features****\*Bsmt/Foundation:** \_\_\_\_\_

- No Basement
- Partial Basement
- Full Basement
- Unfinished Basement
- 25% + Finished Basement
- 50% + Finished Basement
- 75% + Finished Basement
- 90% + Finished Basement
- Crawl Space
- Slab
- Walk-Out Basement
- Daylight Basement
- Structural Floor
- Built-In Radon
- Rough-In for Radon
- Retrofit for Radon
- Radon Test Available
- Radon Unknown
- Sump Pump
- Post & Pier

**\*Heating:** \_\_\_\_\_

- No Heat
- Forced Air
- Hot Water
- Heat Pump
- Baseboard Heat
- Gravity Heat
- Wood Stove
- Multi-Zoned Heat
- Radiant Heat
- Radiator
- Space Heater
- Two or More Heat Sources
- Humidifier
- Two or More H2O Heaters
- Electric Air Filter
- Common Heat Source
- Individual Heat Source
- Wall Heater
- Oil

**Cooling:** \_\_\_\_\_

- Central Air Conditioning
- Room Air Conditioner
- Evaporative Cooler
- Ceiling Fan
- Attic Fan
- Whole House Fan

**\*Inclusions:** \_\_\_\_\_

- No Inclusions
- Window Coverings

- Electric Range/Oven
- Gas Range/Oven
- Down-Draft Range
- Self-Cleaning Oven
- Continuous-Cleaning Oven
- Double Oven
- Dishwasher
- Refrigerator
- Bar Refrigerator
- Clothes Washer
- Clothes Dryer
- Microwave
- Trash Compactor
- Freezer
- Jetted Bath Tub
- Central Vacuum
- Intercom
- Security System Owned
- Security System Leased
- Laundry Tub
- Gas Bar-B-Q
- Garage Door Opener
- Satellite Dish
- TV Antenna
- Fireplace Tools Included
- Some Furniture
- Water Softener Owned
- Water Softener Rented
- Water Filter Owned
- Water Filter Rented
- Disposal
- Smoke Alarm(s)

**Energy Features:** \_\_\_\_\_

- Solar Domestic Hot Water
- Solar Hot Water Heat
- Solar Rough-In
- Trombe Wall
- Sun Space
- Southern Exposure
- Double Pane Windows
- Triple Pane Windows
- Storm Window
- Storm Doors
- Attached Greenhouse
- High Efficiency Furnace
- Energy Survey Complete
- Demand Control Limiter
- Set Back Thermostat
- Energy Rated
- Solar PV Leased
- Solar PV Owned

**Design Features:** \_\_\_\_\_

- Eat-In Kitchen
- Separate Dining Room
- Cathedral/Vaulted Ceilings
- Open Floor Plan
- Workshop
- Pantry
- Wood Windows
- Bay or Bow Window

- Stain/Natural Trim
- Walk-In Closet
- Loft
- Sauna
- Wet Bar
- Fire Sprinklers
- Fire Alarm
- Washer/Dryer Hookups
- Skylights
- Wood Floors
- Jack & Jill Bathroom
- Kitchen Island
- Media Room
- Steam Shower
- 6-Panel Doors
- French Doors
- 9ft+ Ceilings
- Beamed Ceilings
- Crown Molding

**Master Bedroom Bath:** \_\_\_\_\_

- Shared Master Bath
- Half Master Bath
- 3/4 Master Bath
- Full Master Bath
- Tub + Shower Master
- Luxury Features
- 5 Piece Master Bath
- Bidet Master Bath

**Fireplace:** \_\_\_\_\_

- Re-circulating Fireplace
- Freestanding Fireplace
- Fireplace Insert
- 2+ Fireplaces
- Outside Combustion Air
- Gas Fireplace
- Gas Logs Included
- Electric Fireplace
- Multi-Sided Fireplace
- Rough-In Fireplace
- Living Room Fireplace
- Family/Rec Room Fireplace
- Master Bedroom Fireplace
- Kitchen Fireplace
- Great Room Fireplace
- Dining Room Fireplace
- Basement Fireplace
- Pellet Stove
- Coal Fireplace
- Masonry Fireplace
- Single Fireplace
- No Fireplace

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

- Ramp Access
- Level Lot
- Level Drive
- Near Bus
- Width of Halls 42" or More
- Low Carpet
- Interior Doors 32" or More

- Exterior Doors 36" or More
- No Stairs
- Other Access
- Main Floor Bath
- Main Level Bedroom
- Stall Shower
- Main Level Laundry
- Elevator

**Other Features****\*Utilities:** \_\_\_\_\_

- Natural Gas
- Electric
- Propane
- Wood/Coal
- Oil
- No Utilities
- Other Utilities
- Cable TV Available
- Master Meter-Electric
- Master Meter-Gas
- Individual Meter-Electric
- Individual Meter-Gas
- Satellite Available
- High Speed Available
- Underground

**\*Water/Sewer:** \_\_\_\_\_

- City Water
- District Water
- Well
- Cistern
- City Sewer
- District Sewer
- Septic
- No Water/Sewer
- Other Water/Sewer
- See Remarks

**\*Ownership:** \_\_\_\_\_

- Lender Owner/REO
- Licensed Owner
- Private Owner
- Corporate Buy-Out
- Partnership
- Other Owner
- Permanent Affordable Housing
- Timeshare
- 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

- 5. Tenant Will Vacate
- 6. Owner Will Vacate
- 7. Current Lease Agreement
- 8. See Remarks

**\*Flood Plain:** \_\_\_\_\_

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

5. Private Yard

**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. Short Sale Pending Lender Approv
- 19. USDA
- 20. FIRPTA

**\*Property Disclosures:** \_\_\_\_\_

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

**Pets:** \_\_\_\_\_

- 1. Dogs Allowed
- 2. Cats Allowed
- 3. Pet Restrictions
- 4. Adequate outdoor Access

**Exclusions**

Exclusions (Limit to 100 Characters): \_\_\_\_\_

**Showing Information** (Optional) All showing information is private and can be viewed by Listing Office only.

Property Vacant?:  Y /  N Showings Allowed?:  Y /  N Allow online requests?:  Y /  N

Min. notice before showings (0-24hrs): \_\_\_\_\_ SentiLock Serial #: \_\_\_\_\_ Lockbox/CBS Code: \_\_\_\_\_

Showing Staff Instructions (500 Character Max): \_\_\_\_\_

Showing Agent Instructions (500 Character Max): \_\_\_\_\_

Showing Contact Information (Optional. If filled in, First & Last name and 1 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 Receive Feedback?:  Y /  N Preferred Contact Method: \_\_\_\_\_

Customize the Feedback Question:

- Use the standard showings feedback questionnaire.  Use the customization from your user preferences.
- Customize the showings feedback questionnaire for this listing only (If this option is selected, choose which questions to include below and/or add customized questions in the fields provided).

- Is the customer interested in the property?  Is the price right?  Feedback on the exterior
- Did the property show well?  Feedback on the interior  Other suggestions/comments

Custom questions 1: \_\_\_\_\_

Custom question 2: \_\_\_\_\_

**Open Houses**

Open House Date: \_\_\_\_\_ (mm/dd/yyyy) Start Time: \_\_\_\_\_ (hh:mm) End Time: \_\_\_\_\_ (hh:mm)

Repeat:  Y /  N If yes,  Monday  Tuesday  Wednesday  Thursday  Friday  Saturday  Sunday

Comments: (Limited to 255 characters) \_\_\_\_\_

Hosting Agent: \_\_\_\_\_

Display Open Houses on Internet:  Y /  N ColoProperty.com®, MySite, Listing Links, IDX downloads, Realtor.com®, and ListHub Channels (if your office is signed up)

**I hereby represent to the MLS that I am in possession of a property 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:** \_\_\_\_\_