

1611 S COLLEGE AVE.
SUITE 202
FORT COLLINS, CO 80525
WWW.IRESMLS.COM



MAIN 970-593-9002
TOLL FREE 800-596-4901
EMAIL: ADMIN@IRESMLS.COM

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 1500 characters): _____

Listing Web Site: http:// _____

Property Information

*Taxes: \$ _____ *Tax Year: _____ Lot Size in SqFt: _____ OR Approx. Acres: _____

*School District: _____ *High School: _____ *Middle School: _____

*Elem 1: _____ Elem 2: _____ *Water Supplier: _____

Electric Supplier: _____ Gas Supplier: _____ Trash Provider/s: _____

*Metro District?: Y / N Name: _____ Website: _____ Fees: \$ _____ / Mthly, Qtrly, Yrly
(If yes, Name is required)

2nd Metro District?: Y / N Name: _____ Website: _____ Fees: \$ _____ / Mthly, Qtrly, Yrly
(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 *Coop Compensation Offer: \$ _____ OR % _____ *Buyer Exclusions: Y / N

Minimum Earnest Money: \$ _____ Earnest Money Recipient: _____

*For Showings, contact: None Listing Agent Listing Office ShowingTime: _____ Broker Bay Other: _____
(Online Showings when ShowingTime 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 1500 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: [] Y / [] N *Year Certified: _____ *Score: _____ (0-240)
Home Energy Score: [] Y / [] N *Year Certified: _____ *Rating: _____ (1-10)
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

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

*Main: _____ Upper: _____ *Finished SqFt (exclude Basement): _____ SqFt Source:
Lower: _____ Addl. Upper: _____ *Finished SqFt (Include Basement): _____ [] Licensee [] Prior Appraisal
*Basement: _____ *Total SqFt (Fin & Unfin Inc. Basement): _____ [] Building Plans [] Assessor
[] Other

Room Information

Table with columns: Rooms, *Dimensions (LxW), *Level, *Floor Covering, Level Options, *Total # Bdrms, *Total # of Bathrooms. Includes rows for Living Room, Dining Room, *Kitchen, Great Room, Family Room, Rec Room, Laundry Area, *Primary Bdrm, Bedroom 2-6, Study/Office, and a detailed Bath section with columns for Bsmt, Lower, Main, Upper, Addl.

Remarks (limited to 2000 characters for Listing Comments and Broker Remarks, 500 characters for print reports)

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): _____

Internet Marketing

*Display on Internet: Y / N *Display Address: Y / N *Allow 3rd Party Comments: Y / N *Allow 3rd Party AVMs: Y / N

*Attribution Contact (Phone or Email): _____ *ColoProperty.com@: Y / N

*Nestfully@: Y / N *Realtor.com@: Y / N *Homes.com@ 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 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

*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
19. Gated Community

*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
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
44. Lake Access
45. Lake Front
46. Marina in Community
47. River Access
48. River Front
49. Stream
50. Waterfront
51. Lake on Lot
52. Pond on Lot
53. Waterfall
54. Xeriscape

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: _____

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

Interior Features***Bsmt/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
18. Radon Unknown
19. Sump Pump
20. Post & 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. Two or More Heat Sources
13. Humidifier
14. Two or More H2O 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 Inclusions
2. Window Coverings
3. Electric Range/Oven
4. Gas Range/Oven
5. Down-Draft Range
6. Self-Cleaning Oven
7. Continuous-Cleaning Oven
8. Double Oven
9. Dishwasher
10. Refrigerator
11. Bar Refrigerator
12. Clothes Washer
13. Clothes Dryer
14. Microwave
15. Trash 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
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 Complete
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 Ceilings
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. Jack & Jill Bathroom
22. Kitchen Island
23. Media Room
25. Two Primary Suites
26. Steam Shower
27. 6-Panel Doors
28. French Doors
29. 9ft+ Ceilings
30. Beamed Ceilings
31. Crown Molding
32. Sunroom
33. Split Bedroom Floor Plan

Primary Bedroom Bath: _____

1. Shared Primary Bath
2. Half Primary Bath
3. 3/4 Primary Bath
4. Full Primary Bath
5. Tub + Shower Primary
6. Luxury Features Primary Bath
7. 5 Piece Primary Bath
8. Bidet Primary Bath

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
11. Living Room Fireplace
12. Family/Rec Room Fireplace
13. Primary Bedroom Fireplace
14. Kitchen Fireplace
15. Great Room Fireplace
16. Dining Room Fireplace
17. Basement 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
14. Main Level Laundry
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. Individual Meter-Electric
14. Individual Meter-Gas
29. Satellite Available
30. High Speed Available
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
11. Septic Field
12. Septic Vault

***Ownership:** _____

1. Private
2. Licensed Owner
3. Lender Owner/REO
4. Corporate Buy-Out
5. Partnership
6. Other Owner
7. Permanent Affordable Housing
8. Timeshare

- 9. HUD
- 10. Builder
- 11. Senior Community

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

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

- 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. Seller Subject to FIRPTA

***Occupied By:** _____

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

***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
- 5. Private Yard

***Possession:** _____

- 1. Before Closing
- 2. Delivery of Deed
- 3. 1-3 Days After Closing

***Flood Plain:** _____

- 1. Hazard/Floodway

New Financing/Lending: _____

- 1. Cash
- 2. Conventional

Exclusions

Exclusions (Limit to 1500 Characters): _____

Showing Information (IRES Showing System) (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): _____ SentriLock 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 question 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: _____