

MLS4public Listing Data Form

FAX TO: 1-888-599-4679

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Owner's Name:

Co-Owner's Name:

County:

Assessors Account #:

List Price:

\$ _____

Street Number:

Street Name:

Addition:

Tax Lot: _____

Tax Block: _____

Acres: _____

Property Subtype:

- Condominium
- Half Duplex
- Patio Home
- Single Family
- Townhouse

Land SqFt:

City:

Zip:

Internet Listing:

Yes No

Property Faces: _____

Total Bedrooms: _____

***Square footage must match** Court House Records OR be verified by an Appraisal completed within six months of date Listed.

Square Footage of Property

(Living Space is Heated & Cooled. i.e. Not Garage or Patio Area):

House Square Footage Source:

- Associate
- Appraisal (Fax Appraisal to: 1-888-599-4679)
- Building Permit (Fax Permit to: 1-888-599-4679)
- Court House
- Plans

Heat system (choose 1 option):

- Central Electric
- Central Gas
- Floor Furnace
- Heat Pump
- Panel Ray
- Solar
- Zoned Electric
- Zoned Gas
- Zoned Heat Pump
- Other

Reserved Items:

Yes No

Assumable Loan?:

Yes No

Full Baths: _____

Year Built: _____

Year Built Type (choose 1 option):

- Existing Property
- Historic Area
- Model Home
- Moved to Site
- Never Occupied
- New Home
- Under Construction

Cooling system (choose 1 option):

- Central Electric
- Central Gas
- Combination
- Heat Pump
- Solar
- Window Unit
- Zoned Electric
- Zoned Gas
- Zoned Heat Pump

Unless property is new construction Seller/Owner must provide a Property Condition Disclosure Statement (please see attached).

_____ Property Condition Disclosure

_____ Exempt (Builder)

Property will be withdrawn from the MLS if a Property Condition Disclosure Statement has not been received by the Listing Company.

Loan Qualify (choose 1 option):

- Yes
- No
- Does Not Apply
- Unknown

Half Bathrooms: _____

Style (choose 1 option):

- A-Frame
- Bungalow
- Cape Cod
- Colonial
- Contemporary
- Dallas
- French
- Mediterranean
- Old English/Tudor
- Santa Fe
- Traditional
- Victorian
- Other

Fireplace Description (choose 1 option):

- Forced Air
- Free Standing
- Masonry
- Metal Insert
- Mock
- None
- Other

of Fireplaces: _____

In-law Plan:

_____ Yes No

Tax Amount: _____

Property Level (choose 1 option):

- Flat (Condo Only)
- Lower (Condo Only)
- One
- One and One-Half
- Split
- Tri-Level
- Two
- Upper (condo Only)

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Foundation (choose 1 option):

- Combination
- Conventional
- Slab

Homestead Exemption:

Yes No

of Living Areas: _____

Construction (choose 1 option):

- Aluminum
- Log
- Asbestos
- Manufactured
- Brick
- Metal
- Brick & Frame
- Mobile Home
- Concrete
- Steel
- Earth Sheltered
- Stone
- Frame
- Stucco
- Vinyl
- Underground
- Other

Fence (choose 1 option):

- Chain, All
- Chain, Partial
- Combination
- Masonry
- Wire
- Wood, All
- Wood, Partial
- Wrought Iron

Flood Insurance Required:

Yes No

School District:

of Dining Areas: _____

Lot Description (choose 2 options):

- Corner
- Interior
- Creek
- Lakefront
- Cul-de-Sac
- Section Line
- Golf Course
- Wooded
- Green Belt
- Zero Lot Line

Pool:

Yes No N/A

Pool type (choose 1 option):

- Above Ground
- Concrete
- Fiberglass
- Vinyl Lined
- None

Livestock:

Yes No N/A

Elementary School:

Total Number of Rooms: _____

Roof (choose 1 option):

- Composition
- Shake
- Concrete Shingles
- Tar & Gravel
- Shingle
- Tile
- Heavy Composition
- Wood
- Metal
- Other

Roof Year: _____

Possession (choose 1 option):

- After Close
- At Close
- At Funding
- Before Closing
- Negotiable

Warranty:

Yes No

Middle / Jr. High School:

Garage Capacity (# cars): _____

Garage Description (choose 1 option):

- Attached
- Carport
- Converted
- Detached
- Refer to Remarks
- None
- Other

Mandatory Association Dues:

Yes No N/A

Assoc. Fee Includes (choose 2 options):

- All Utilities
- Partial Utilities
- Gated Entry
- Pool
- Greenbelt
- Rec Facility
- Insurance
- Taxes
- Maintenance
- Taxes & Insurance

Association Fee:

\$ _____

Assoc. Fee Paid:

- Annually
- Monthly
- Quarterly

Condition of Property (1 option):

- Average
- Excellent
- Fair/Fixer Upper
- Good
- Poor

High School:

Builders Name (if known):

Living Area dimensions:

Living Room Description (choose 3 options):

- Bay Window
- Living / Dining
- Bookcase
- Lower Level
- Cathedral Ceiling
- Skylight
- Ceiling Fan
- Study
- Den
- Sunken
- Entertainment Center
- Upper Level
- Family
- Vaulted
- Fireplace
- Wet Bar
- Formal
- Living room

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Master Bedroom dimensions:

Master Bedroom Description (3):

- Built-ins
- Cathedral Ceiling
- Ceiling Fan
- Double Vanities
- Fireplace
- Full Bath
- Half Bath
- His & Hers Bath
- In-law
- Loft
- Lower level
- Shower
- Sitting Area
- Skylight
- Suite
- Tub
- Tub & Shower
- Upper Level
- Vaulted Ceiling
- Walk-in Closet
- Whirlpool

Living Area 2 dimensions:

Living Room 2 Description

(choose 3 options):

- Bay Window
- Bookcase
- Cathedral Ceiling
- Ceiling Fan
- Den
- Entertainment Center
- Family
- Fireplace
- Formal
- Living room
- Living / Dining
- Lower Level
- Skylight
- Study
- Sunken
- Upper Level
- Vaulted
- Wet Bar

Bedroom 2 Dimensions:

Bedroom 2 (choose 3 options):

- Built-ins
- Ceiling Fan
- Fireplace
- Full Bath
- Half Bath
- In-law
- Loft
- Lower Level
- Skylight
- Upper Level
- Walk-in Closet

Living Area 3 dimensions:

Living Room 3 Description

(choose 3 options):

- Bay Window
- Bookcase
- Cathedral Ceiling
- Ceiling Fan
- Den
- Entertainment Center
- Family
- Fireplace
- Formal
- Living room
- Living / Dining
- Lower Level
- Skylight
- Study
- Sunken
- Upper Level
- Vaulted
- Wet Bar

Bedroom 3 Dimensions:

Bedroom 3 (choose 3 options):

- Built-ins
- Ceiling Fan
- Fireplace
- Full Bath
- Half Bath
- In-law
- Loft
- Lower Level
- Skylight
- Upper Level
- Walk-in Closet

Dining Room dimensions:

Dining Room Description (choose 3 options):

- Bay Window
- Cathedral Ceiling
- Ceiling Fan
- Fireplace
- Formal
- Hutch
- L shaped
- Living / Dining
- Sunken
- Vaulted

Bedroom 4 Dimensions:

Bedroom 4 (choose 3 options):

- Built-ins
- Ceiling Fan
- Fireplace
- Full Bath
- Half Bath
- In-law
- Loft
- Lower Level
- Skylight
- Upper Level
- Walk-in Closet

Kitchen Dimensions:

Kitchen Description (choose 3 options):

- Bay window
- Breakfast Bar
- Cathedral Ceiling
- Ceiling Fan
- Commercial
- Country
- Eating Space
- Fireplace
- Island
- Pantry
- Remodeled
- Skylight

Other Rooms (choose 4 options):

- Basement
- Exercise Room
- Florida
- Game Room
- Garage Utility
- Inside Utility
- Library
- Loft
- Office
- Optional Bedroom
- Optional Living Area
- Screened Porch
- Study
- Workshop

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Appliances (choose 5 options):

- Compactor
- Dishwasher
- Disposal
- Dryer
- Grill
- Hot Water Tap
- Ice Maker
- Microwave
- Refrigerator
- Warming Oven
- Washer
- Washer/Dryer

Range Energy (choose 1 option):

- Electric
- Gas

Range Type (choose 1 option):

- Built-in
- Charbroil
- Commercial
- Free stand

Interior features (choose 5 options):

- Atrium
- Cedar Closet
- Combo Woodwork
- Paint woodwork
- Sauna
- Stained Wood
- Whirlpool
- Window Treatment
- Wine Cellar

Oven Energy (choose 1 option):

- Electric
- Gas

Oven Type (choose 1 option):

- Built-in
- Commercial
- Continuous cleaning
- Double Ovens
- Free Standing
- Self Cleaning

Exterior Features (choose 5 options):

- Add House
- Balcony
- Barn
- Cabana
- Covered Deck
- Covered Patio
- Garage Apt
- Gazebo
- Greenhouse
- Grill
- Guest Quarters
- Hot Tub
- Kennel
- Open Deck
- Open Patio
- Outbuildings
- Pond
- Spa
- Stable
- Storage Area
- Storm Cellar
- Workshop

Floors (choose 2 options):

- All Carpet
- All Wood
- Brick
- Combo
- Part Carpet
- Part Wood
- Stone
- Tile
- Vinyl

Mechanical Features (choose 5 options):

- Air Cleaner
- Central Vacuum
- Dehumidifier
- Garage Door Lift
- Generator
- Humidifier
- Intercom
- Security System
- Smoke Alarm
- Underground Sprinkler

Parking (choose 2 options):

- Additional
- Asphalt
- Backyard
- Circle Drive
- Concrete Drive
- Gravel Drive
- RV Parking

Utilities Available (5 options):

- Cable
- Electric
- Gas
- Lagoon system
- Private Water (Fee)
- Propane
- Public Utilities
- Rural Water
- Septic Tank
- Solar
- Well Water

Energy (choose 3 options):

- Attic Fan
- Double Glazed Windows
- Fireplace Insert
- Partial Storm Doors / Windows
- Power Vents
- Solar
- Storm Doors
- Storm Windows
- Vents, Other
- Wind Generator

Terms of Sale (choose 2 options):

- Cash Only
- Lease or Sell
- Lease Purchase
- No Internet Advertising
- Sell FHA
- Sell FHA or VA
- Sell VA
- Seller will Finance
- Special Financing
- Will Trade

Occupied:

Yes No

Lock Box (choose 1 option):

- Combination KeyBox (can be purchased online: MLS4public.com).
- None

Showings: Property shall be shown anytime, unless noted otherwise in Remarks area.

Broker is a Limited Service / Transaction Broker.
Broker can / will accept Delivery.

To List a property in the MLS, the Buyer's Realtor (Selling Broker) must be compensated. What is the Buyer's Realtor's Compensation?

_____ %

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Please let us know if you do not receive your Yard Sign within 5 business days.

Please mark any that apply (All are optional):

* _____ Print combination code here, if you **WANT the combination code POSTED in the local MLS.**

* _____ Advertise property (six months) on the website: **OpenHouseOK.com** for an additional **\$100**. Please pay online at MLS4public.com

* _____ **Showing Service** plus **KeyBox** for an additional **\$100**. Please pay online at www.MLS4public.com

We are available to **accept delivery of Offers to Purchase** your property, **submit Counteroffers**, provide a **Seller's Closing Cost Estimate worksheet** and answer any questions relating to transactions that are presented by a **REALTOR** *should you need us to*. (You will need to accept delivery of Offers to Purchase your property and submit Counteroffers from Buyer(s) who are NOT represented by a Realtor.)

Please Note: Once your property is posted in the Local MLS system (which is what you paid for), that data automatically feeds into other websites including Realtor.com. How the information is ultimately posted on other websites is beyond our control. (i.e. within 72 hours, basic property information and will download on to Realtor.com (with no property description). If a Buyer is interested in your property, the Buyer will contact their Realtor (or MLS4public) and the detailed MLS information and property photos

will be forwarded to the Buyer accordingly. The MLS (& Realtor.com) guidelines prohibit private information from being posted on their website. Depending on which MLS your property is posted in, the public can search OKCRealtors.com, TulsaRealtors.com or ComeHomeToNorman.com to find out more information about your property. *Our goal is to have Realtors help bring you a Buyer.*

EMAIL Property Remarks (300 characters max)

EMAIL Driving Directions (145 characters max)

***MUST** keep contact information correct and current to stay Listed in the MLS.

INFORMATION UNDER:

Realtor Remarks:

FOR APPTS, QUESTIONS & NEGOTIATIONS CONTACT: Name:

Phone Number:

Alternate Number:

EMAIL:

Phone Number to be printed on Yard Sign:

Mailing Address to send Yard Sign (No PO BOX #):

Please email up to 12 photos in a .jpg format to info@MLS4public.com one at a time if needed.

***Please tell us how you heard of MLS4public.* Referral:** Referred by whom?

Internet: _____ Postcard: _____

Billboard/Sign: _____

Thank you for your business.

Seller's Signature

Seller's Signature