

**TWO FAMILY PROFILE SHEET - Main Listing Data Fields: Shaded areas, Directions, Showing Information and Remarks are optional.**

**General**



Office Code \_\_\_\_\_ Listing Agent's Name (last, first initial) \_\_\_\_\_ Agent Code \_\_\_\_\_ MLS Number \_\_\_\_\_ Assigned By Computer \_\_\_\_\_  
 Address \_\_\_\_\_

Address \_\_\_\_\_ N/S/E/W \_\_\_\_\_ Street Name \_\_\_\_\_ 2nd Unit \_\_\_\_\_ County \_\_\_\_\_ Municipality (Taxing Municipality) \_\_\_\_\_ State \_\_\_\_\_ Zip Code + Four \_\_\_\_\_

**Main Fields**  
 Tax Key Number as it appears in Tax Data - include letters and spaces \_\_\_\_\_ List Price \_\_\_\_\_ Coordinates N/S \_\_\_\_\_ E/W \_\_\_\_\_ Flood Plain \_\_\_\_\_ Y/N/P/U \_\_\_\_\_ Y/N/U \_\_\_\_\_ Conforming Use \_\_\_\_\_ Taxes (Net General) \_\_\_\_\_ Taxes as of Year \_\_\_\_\_ Lot Size \_\_\_\_\_ Est Acreage / Source \_\_\_\_\_ Zoning \_\_\_\_\_

Listing Date (MMDDYY) \_\_\_\_\_ Expiration Date (MMDDYY) \_\_\_\_\_ Circle % or \$ Subagent Commission \_\_\_\_\_ Circle % or \$ Buyer Agent Commission \_\_\_\_\_ Bonus to Broker \_\_\_\_\_ Broker Owned \_\_\_\_\_ Y/N \_\_\_\_\_ Named Prospects \_\_\_\_\_ Y/N \_\_\_\_\_ Electronic Consent \_\_\_\_\_ Y/N \_\_\_\_\_ Exclusive Agency Contract \_\_\_\_\_ Y/N \_\_\_\_\_ Variable Commission \_\_\_\_\_ Y/N \_\_\_\_\_ Limited/Unserviced Listing \_\_\_\_\_ Y/N \_\_\_\_\_

Owner's Name \_\_\_\_\_ Property PIN \_\_\_\_\_ # 1 Rooms \_\_\_\_\_ # 1 Bedrms \_\_\_\_\_ # 1 Full Baths \_\_\_\_\_ # 1 1/2 Baths \_\_\_\_\_ # 1 Square Footage \_\_\_\_\_ # 1 Heat \_\_\_\_\_ # 1 Electric \_\_\_\_\_ # 1 Rent/Month \_\_\_\_\_ # 1 Security Deposit \_\_\_\_\_ Mtm/Own \_\_\_\_\_ # 1 Lease Expiration \_\_\_\_\_ # 2 Rooms \_\_\_\_\_ # 2 Bedrms \_\_\_\_\_ # 2 Full Baths \_\_\_\_\_ # 2 1/2 Baths \_\_\_\_\_

Est. Year Built / Source \_\_\_\_\_ Est Total Sq Ft / Source \_\_\_\_\_ Garage Spaces \_\_\_\_\_ Garage Type Att/Det/None \_\_\_\_\_ Occ. Permit Required \_\_\_\_\_ Y/N \_\_\_\_\_ School District \_\_\_\_\_ High School \_\_\_\_\_

Middle School \_\_\_\_\_ Elementary School \_\_\_\_\_ Subdivision Name \_\_\_\_\_ Subd. Dues / Yr \_\_\_\_\_ Body of Water (Deeded Water Access or Water Frontage ONLY) \_\_\_\_\_

- | Source Codes |                 |
|--------------|-----------------|
| 01.          | Appraiser       |
| 02.          | Blueprint       |
| 03.          | Broker or Agent |
| 04.          | Builder         |
| 05.          | Developer       |
| 06.          | Other           |
| 07.          | Plat Map        |
| 08.          | Public Record   |
| 09.          | Seller          |
| 10.          | Survey          |

Directions: \_\_\_\_\_

Showing Info: \_\_\_\_\_

Public Remarks: \_\_\_\_\_

Private Remarks: \_\_\_\_\_

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

Exclusions: \_\_\_\_\_

**Rooms** After room sizes: L=Level (Upper-Main-Lower)

Living/Great Rm 1 \_\_\_X\_\_\_L\_\_\_ Kitchen 1 \_\_\_X\_\_\_L\_\_\_ Master Bedroom 1 \_\_\_X\_\_\_L\_\_\_ Living/Great Rm 2 \_\_\_X\_\_\_L\_\_\_ Kitchen 2 \_\_\_X\_\_\_L\_\_\_ Master Bedroom 2 \_\_\_X\_\_\_L\_\_\_

Dining Room 1 \_\_\_X\_\_\_L\_\_\_ 2nd Bedroom 1 \_\_\_X\_\_\_L\_\_\_ 3rd Bedroom 1 \_\_\_X\_\_\_L\_\_\_ Dining Room 2 \_\_\_X\_\_\_L\_\_\_ 2nd Bedroom 2 \_\_\_X\_\_\_L\_\_\_ 3rd Bedroom 2 \_\_\_X\_\_\_L\_\_\_

**Details**

**UNIT #2**

**Square Footage** **Heat** **Electric** **Rent/Month** **Sec. Deposit** **Mtm/Own/Vac** **Lease Expiration**

**Export**

Exclude from internet  Address Excluded from VOW  Listing Not Used in AVMs  Not Allow Comments on VOW

- |  |  |  |   |  |  |  |
|--|--|--|---|--|--|--|
| <p><b>01. TYPE (R)</b><br/> 01. Townhouse<br/> 02. Duplex/2 Story<br/> 03. Bungalow/1.5 Story<br/> 04. Side X Side Ranch<br/> 05. In-Law/Guest Quarters<br/> 06. 2 Houses on One Lot<br/> 07. Waterfrontage on Lot<br/> 08. Water Access/Rights<br/> 09. New Construction<br/> 10. Subdivision<br/> 11. Association<br/> 12. View of Water</p> <p><b>02. WATERFRONT/ACCESS</b><br/> 01. Lake<br/> 02. River<br/> 03. Stream<br/> 04. Creek<br/> 05. Pond</p> <p><b>03. INCLUDED</b><br/> 01. Pier<br/> 02. Boat Slip<br/> 03. Boat Ramp/Lift<br/> 04. Buoy</p> <p><b>05. EXTERIOR (R)</b><br/> <b>MAIN</b><br/> 01. Brick<br/> 02. Stone<br/> 03. Wood<br/> 04. Aluminum<br/> 05. Steel<br/> 06. Vinyl<br/> 07. Asbestos/Asphalt<br/> 08. Stucco/Slate<br/> 09. Masonite/Pressed Board<br/> 21. Fiber Cement</p> | <p><b>06. ROOFING (R)</b><br/> 01. Composition<br/> 02. Wood<br/> 03. Slate/Tile<br/> 04. Rubber<br/> 05. Tar/Gravel<br/> 06. Metal<br/> 07. Other</p> <p><b>07. GARAGE/PARKING (R)</b><br/> 01. Parking Space<br/> 02. Electric Door Opener<br/> 03. Driveway Entrance<br/> 04. Paved Driveway<br/> 05. Alley Entrance<br/> 06. Built-in (under Home)<br/> 07. Carport<br/> 08. None</p> <p><b>08. BASEMENT(R)</b><br/> 01. Full<br/> 02. Partial<br/> 03. W/Crawl Space<br/> 04. Crawl Space Only<br/> 05. Walk Out/Outer Door<br/> 06. Block<br/> 07. Poured Concrete<br/> 08. Brick<br/> 09. 1/2 Bath<br/> 10. Full Bath</p> | <p><i>BASEMENT Continued</i><br/> 11. Dual Entry<br/> 12. None</p> <p><b>09. LEFT/LOWER - # 1</b><br/> 01. Living Room<br/> 02. Great Room<br/> 03. Formal Dining Room<br/> 04. Dining "L"<br/> 05. Living/Dining Combo<br/> 06. Dinette<br/> 07. Family Room<br/> 08. Laundry<br/> 09. Florida Room<br/> 10. Other</p> <p><b>10. RIGHT/UPPER - # 2</b><br/> 01. Living Room<br/> 02. Great Room<br/> 03. Formal Dining Room<br/> 04. Dining "L"<br/> 05. Living/Dining Combo<br/> 06. Dinette<br/> 07. Family Room<br/> 08. Laundry<br/> 09. Florida Room<br/> 10. Other</p> <p><b>11. BATH UNIT- # 1 (R)</b><br/> 01. Off MBR<br/> 02. Dual Entry Off MBR<br/> 03. Tub Only<br/> 04. Shower Over Tub<br/> 05. Shower Stall<br/> 06. Whirlpool<br/> 07. Vanity<br/> 08. Ceramic Tile<br/> 09. Half on Lower<br/> 10. Half on Main<br/> 11. Half n Upper<br/> 12. Full on Lower<br/> 13. Full on Main<br/> 14. Full on Upper<br/> 15. None</p> <p><b>12. BATH UNIT - # 2 (R)</b><br/> 01. Off MBR<br/> 02. Dual Entry Off MBR<br/> 03. Tub Only<br/> 04. Shower Over Tub<br/> 05. Shower Stall<br/> 06. Whirlpool<br/> 07. Vanity<br/> 08. Ceramic Tile<br/> 09. Half on Lower<br/> 10. Half on Main<br/> 11. Half n Upper<br/> 12. Full on Lower<br/> 13. Full on Main<br/> 14. Full on Upper<br/> 15. None</p> <p><b>13. HEAT/TYPE - # 1 (R)</b><br/> 01. Natural Gas<br/> 02. Propane<br/> 03. Electric<br/> 04. Oil<br/> 05. Solar<br/> 06. Wood/Coal<br/> 07. Individual Units<br/> 08. One Furnace<br/> 09. Forced Air<br/> 10. Hot Water<br/> 11. Heat Pump<br/> 12. Gravity<br/> 13. Space Heater<br/> 14. Other</p> <p><b>14. HEAT/TYPE - # 2 (R)</b><br/> 01. Natural Gas<br/> 02. Propane Gas<br/> 03. Electric<br/> 04. Oil<br/> 05. Solar</p> | <p><i>HEAT/TYPE -#2 Continued</i><br/> 06. Wood/Coal<br/> 07. Individual Units<br/> 08. One Furnace<br/> 09. Forced Air<br/> 10. Hot Water<br/> 11. Heat Pump<br/> 12. Gravity<br/> 13. Space Heater<br/> 14. Other</p> <p><b>15. TERMS/MISC</b><br/> 01. Land Contract<br/> 02. Owner May Assist<br/> 03. Rent/Option to Buy<br/> 04. 1031 Exchange<br/> 05. In foreclosure / REO<br/> 06. Short Sale<br/> 07. Auction</p> <p><b>16. WATER/WASTE (R)</b><br/> 01. Municipal Water<br/> 02. Municipal Sewer<br/> 03. Municipal Shared Well<br/> 04. Private Well<br/> 05. Private Shared Well<br/> 06. Point Well<br/> 07. Septic System<br/> 08. Mound System<br/> 09. Holding Tank<br/> 10. Other</p> <p><b>17. TAX INCLUDES</b><br/> 01. Trash Collection<br/> 02. Sewer Charge<br/> 03. Water Charge</p> <p><b>18. MUNICIPALITY(R)</b><br/> 01. City<br/> 02. Town<br/> 03. Village</p> | <p><b>19. OWNER PAYS (R)</b><br/> 01. None<br/> 02. Electric<br/> 03. Gas<br/> 04. Water<br/> 05. Sewer<br/> 06. Heat</p> <p><b>20. TENANT PAYS (R)</b><br/> 01. None<br/> 02. Electric<br/> 03. Gas<br/> 04. Water<br/> 05. Sewer<br/> 06. Heat</p> <p><b>21. # OF METERS (R)</b><br/> 01. Gas 0<br/> 02. Gas 1<br/> 03. Gas 2<br/> 04. Electric 1<br/> 05. Electric 2<br/> 06. Other</p> <p><b>22. APPLIANCES - # 1 (R)</b><br/> 01. Oven<br/> 02. Range<br/> 03. Refrigerator<br/> 04. Disposal<br/> 05. Dishwasher<br/> 06. Microwave<br/> 07. Trash Compactor<br/> 08. Washer<br/> 09. Dryer<br/> 10. Water Softener<br/> 11. Other<br/> 12. None</p> <p><b>23. APPLIANCES - # 2 (R)</b><br/> 01. Oven<br/> 02. Range<br/> 03. Refrigerator<br/> 04. Disposal<br/> 05. Dishwasher</p> | <p><i>Appliances - #2 Continued</i><br/> 06. Microwave<br/> 07. Trash Compactor<br/> 08. Washer<br/> 09. Dryer<br/> 10. Water Softener<br/> 11. Other<br/> 12. None</p> <p><b>24. MISC. - # 1 (R)</b><br/> 01. Handicap Access<br/> 02. Handicap Equipped<br/> 03. Fuses<br/> 04. Circuit Breakers<br/> 05. 220 Volt<br/> 06. Cable TV Available<br/> 07. TV Antenna<br/> 08. Natural Fireplace<br/> 09. Gas Fireplace<br/> 10. Electric/Artificial FP<br/> 11. Woodburning Stove<br/> 12. Fireplace Insert<br/> 13. Central Air<br/> 14. Window Air<br/> 15. Smoke Detector<br/> 16. Natural Woodwork<br/> 17. Leaded Windows<br/> 18. Pantry<br/> 19. Separate Thermostat<br/> 20. None/Other</p> <p><b>25. MISC. - # 2 (R)</b><br/> 01. Handicap Access<br/> 02. Handicap Equipped<br/> 03. Fuses<br/> 04. Circuit Breakers<br/> 05. 220 Volts<br/> 06. Cable TV Available<br/> 07. TV Antenna<br/> 08. Natural Fireplace<br/> 09. Gas Fireplace<br/> 10. Electric/Artificial FP<br/> 11. Woodburning Stove<br/> 12. Fireplace Insert</p> | <p><i>MISC. #2 Continued</i><br/> 13. Central Air<br/> 14. Window Air<br/> 15. Smoke Detector<br/> 16. Natural Woodwork<br/> 17. Leaded Windows<br/> 18. Pantry<br/> 19. Separate Thermostat<br/> 20. None/Other</p> <p><b>26. DOCUMENTS ON FILE (R)</b><br/> 01. Seller Condition Report<br/> 02. Tax Bill<br/> 03. Survey<br/> 04. Prior Title Policy<br/> 05. Abstract<br/> 06. Subdivision Restrictions<br/> 07. Indep Inspection Report<br/> 08. Well Test<br/> 09. Septic Report<br/> 10. Flood Plain Letter<br/> 11. Appraisal<br/> 12. DILHR Inspection<br/> 13. Code Comp/Occp Permit<br/> 14. Lease/Rent Agreement<br/> 15. Deed Restrictions<br/> 16. Zoning<br/> 17. Lead Paint Disclosure<br/> 21. Green Disclosure Statement<br/> 22. Energy Efficiency Certified<br/> 23. Green Building Certified</p> <p><b>29. OCCUPANCY (R)</b><br/> 01. Immediate<br/> 02. 1-15 Days<br/> 03. 16-30 Days<br/> 04. 31-45 Days<br/> 05. 46-60 Days<br/> 06. 61-90 Days<br/> 07. 91 or more Days<br/> 08. See Listing Broker</p> |
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