

**CONDOMINIUM 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 \_\_\_\_\_ Team Listing Contact (TLC): \_\_\_\_\_ (TEAM USAGE ONLY) \_\_\_\_\_ TLC Signing Contract, Ph#, E-mail \_\_\_\_\_ MLS # \_\_\_\_\_ Assigned By Computer \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_ N/S/E/W \_\_\_\_\_ Street Name \_\_\_\_\_ Unit #/Add'l Addr \_\_\_\_\_ County \_\_\_\_\_ Municipality (Taxing Municipality) \_\_\_\_\_ State \_\_\_\_\_ Zip Code + Four \_\_\_\_\_

**Main Fields**

Tax Key Number as it appears in Tax Data \_\_\_\_\_ Parcel 2,3,4 (Addtl Tax Keys For Sale) \_\_\_\_\_ List Price \_\_\_\_\_ Coordinates N/S \_\_\_\_\_ E/W \_\_\_\_\_ Y/N/P/U Flood Plain \_\_\_\_\_ Y/N/U Pets Permitted \_\_\_\_\_ Taxes (Net General) \_\_\_\_\_ Taxes as of Year \_\_\_\_\_

Lot Description \_\_\_\_\_ Zoning \_\_\_\_\_ Listing Date (MMDDYY) \_\_\_\_\_ Expiration Date (MMDDYY) \_\_\_\_\_ Subagent Commission \_\_\_\_\_ Buyer Agent Commission \_\_\_\_\_ Enter % of Sale Price or \$ Amount \_\_\_\_\_

\_\_\_\_\_ Y/N Broker Owned \_\_\_\_\_ Y/N Named Prospects \_\_\_\_\_ Y/N Electronic Consent \_\_\_\_\_ Y/N Exclusive Agency Contract \_\_\_\_\_ Y/N Variable Commission \_\_\_\_\_ Y/N Limited/Unserviced Listing \_\_\_\_\_ Owner's Name \_\_\_\_\_ Property PIN \_\_\_\_\_

Rooms \_\_\_\_\_ Bedrooms \_\_\_\_\_ Full Baths M \_\_\_\_\_ 1/2 Baths M \_\_\_\_\_ Full Baths U \_\_\_\_\_ 1/2 Baths U \_\_\_\_\_ Full Baths L \_\_\_\_\_ 1/2 Baths L \_\_\_\_\_ Est. Year Built \_\_\_\_\_ Source \_\_\_\_\_ Est Total Sq Ft \_\_\_\_\_ Source \_\_\_\_\_ Est Fin Above Grade Sq Ft \_\_\_\_\_ Source \_\_\_\_\_ Est Fin Below Grade Sq Ft \_\_\_\_\_ Source \_\_\_\_\_

Est UnFin Below Gr Sq Ft \_\_\_\_\_ Source \_\_\_\_\_ Garage Spaces \_\_\_\_\_ Garage Type Att/Det/None \_\_\_\_\_ Condominium Name \_\_\_\_\_ Condo Fee/Month \_\_\_\_\_ Units in Project \_\_\_\_\_ Units in Building \_\_\_\_\_ Floor # \_\_\_\_\_

School District \_\_\_\_\_ High School \_\_\_\_\_ Middle School \_\_\_\_\_ Elementary School \_\_\_\_\_

Subdivision Name \_\_\_\_\_ HOA Dues/ Yr \_\_\_\_\_ Body of Water (Deeded Water Access or Water Frontage ONLY) \_\_\_\_\_

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

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

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

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

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

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

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

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

Living/Great Rm \_\_\_X\_\_\_L\_\_\_ Kitchen \_\_\_X\_\_\_L\_\_\_ Master Bedroom \_\_\_X\_\_\_L\_\_\_ Family Room \_\_\_X\_\_\_L\_\_\_ Dining Room \_\_\_X\_\_\_L\_\_\_ Den/Office \_\_\_X\_\_\_L\_\_\_

Rec Room \_\_\_X\_\_\_L\_\_\_ Bedroom 2 \_\_\_X\_\_\_L\_\_\_ Bedroom 3 \_\_\_X\_\_\_L\_\_\_ Bedroom 4 \_\_\_X\_\_\_L\_\_\_ Bedroom 5 \_\_\_X\_\_\_L\_\_\_ Laundry Room \_\_\_X\_\_\_L\_\_\_

RM CODE \_\_\_X\_\_\_L\_\_\_ RM CODE \_\_\_X\_\_\_L\_\_\_ RM CODE \_\_\_X\_\_\_L\_\_\_ RM CODE \_\_\_X\_\_\_L\_\_\_

ROOM CODES	
BDR	Bedroom
BOR	Bonus Room
DAA	Dining Area
EXR	Exercise Room
FOY	Foyer
GRM	Game Room
LFT	Loft
MRM	Mud Room
COR	Other Room
SNP	Screened Porch
2KN	Second Kitchen
SSR	Sun/Four Season Room
TRM	Theatre Room
TSR	Three Season Room

**Export**

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

- 01. TYPE**
- 01. Waterfrontage on Lot
  - 02. Water Access/Rights
  - 03. Wooded Lot
  - 04. New Construction
  - 05. View of Water
  - 06. Single Family/Detached
  - 07. Adult - 55+
  - 08. Shoreland Zoning

- 03. Wood
- 04. Aluminum/Steel
- 05. Vinyl
- 06. Stucco
- 07. Pressed Board
- 08. Fiber Cement
- 09. Low Maintenance Trim
- 10. Other

- 08. HEATING FUEL (R)**
- 01. Natural Gas
  - 02. Propane Gas
  - 03. Electric
  - 04. Oil
  - 05. Solar
  - 06. Geothermal

- APPLIANCES INCL CONT.**
- 10. Window AC
  - 11. Other
  - 12. None

- COMMON AMENITIES CONT.**
- 13. Dock
  - 14. Elevator
  - 15. Laundry Facilities
  - 16. Walking Trail
  - 17. Common Green Space
  - 18. None

- 17. CONDO MGMT (R)**
- 01. Professional On Site
  - 02. Professional Off Site
  - 03. Unit Owners Association
  - 04. Builder Control
  - 05. Other

- TERMS/MISC CONT.**
- 05. Owner May Assist
  - 06. Rent/Option to Buy
  - 07. Rental Allowed
  - 08. 1031 Exchange
  - 09. In foreclosure / REO
  - 10. Short Sale
  - 11. Home Warranty
  - 12. Auction
  - 13. Tenant Occupied
  - 14. Relocation Sale

- 02. WATER FEATURES**
- 01. Lake
  - 02. River
  - 03. Creek/Stream
  - 04. Pond
  - 05. Private Pier
  - 06. Private Boat Slip/Ramp
  - 07. Private Dock
  - 08. Bay

- 06. GARAGE/PARKING (R)**
- 01. Underground
  - 02. Surface
  - 03. Private Garage
  - 04. 1 Space Assigned
  - 05. 2 or more Spaces Assigned
  - 06. Carport
  - 07. Heated
  - 08. Opener Included
  - 09. Additional For Sale
  - 10. None

- 09. HEATING/COOLING TYPE (R)**
- 01. Forced Air
  - 02. Radiant
  - 03. Heat Pump
  - 04. Central Air
  - 05. Wall/Sleeve Air
  - 06. Multiple Units
  - 07. Zoned Heating
  - 08. In-floor Radiant
  - 09. Other

- 12. UNIT DESCRIPTION**
- 01. Natural Fireplace
  - 02. Gas Fireplace
  - 03. Electric Fireplace
  - 04. 2 or more Fireplaces
  - 05. Free Standing Stove
  - 06. Cable TV Available
  - 07. Patio/Porch
  - 08. Loft
  - 09. Walk-in Closets
  - 10. Storage Lockers
  - 11. In-Unit Laundry
  - 12. Vaulted Ceiling
  - 13. Wet Bar
  - 14. Pantry
  - 15. Kitchen Island
  - 16. Security system
  - 17. High Speed Internet Available
  - 18. Wood or Sim. Wood Floors
  - 19. Private Outside Entrance
  - 20. Skylight
  - 21. Balcony
  - 22. Central Vacuum

- 14. WATER/WASTE (R)**
- 01. Municipal Water
  - 02. Municipal Sewer
  - 03. Community Shared Well
  - 04. Private Well
  - 05. Private Shared Well
  - 06. Septic System
  - 07. Other
  - 08. Water:None
  - 09. Waste:None

- 18. DOCUMENTS ON FILE (R)**
- 01. Seller Condition Report
  - 02. Tax Bill
  - 03. Survey
  - 04. Prior Title Policy
  - 05. Abstract
  - 06. Indep Inspection Report
  - 07. Well Test
  - 08. Septic Report
  - 09. Flood Plain Letter
  - 10. Appraisal
  - 11. DILHR Inspection
  - 12. Code Comp/Occp Permit
  - 13. Leases
  - 14. Deed Restrictions
  - 15. Zoning
  - 16. Association's Documents
  - 17. Lead Paint Disclosure
  - 18. Green Disclosure Statement
  - 19. Energy Efficiency Certified
  - 20. Green Building Certified
  - 21. Floor Plans
  - 22. Listing Contract
  - 23. LC Amendment
  - 24. Seller Accessibility
  - 25. Condo Docs
  - 26. Other
  - 27. None.

- 20. PETS**
- 01. Cat(s) OK
  - 02. 1 Dog OK
  - 03. 2 Dogs OK
  - 04. Small Pets OK
  - 05. Breed Restrictions
  - 06. Height Restrictions
  - 07. Weight Restrictions

- 03. BUILDING STYLE (R)**
- 01. 1 Story
  - 02. 2 Story
  - 03. Midrise (3-5 Stories)
  - 04. High Rise (6+ Stories)
  - 05. Side X Side
  - 06. Other

- 07. BASEMENT (R)**
- 01. Full
  - 02. Partial
  - 03. Crawl Space
  - 04. Walk Out/Outer Door
  - 05. Block
  - 06. Poured Concrete
  - 07. Full Sized Windows
  - 08. Stubbed For Bathroom
  - 09. 8+ Ceiling
  - 10. Radon Mitigation
  - 11. Sump Pump
  - 12. Finished
  - 13. Partially Finished
  - 14. Stone
  - 15. Slab
  - 16. None

- 10. BATH DESCRIPTION**
- 01. Off MBR
  - 02. Dual Entry Off MBR
  - 03. MBR Shower Over Tub
  - 04. MBR Bath Walk-in Shower
  - 05. MBR Bath Separate Tub
  - 06. At Least One Bath tub
  - 07. Shower Over Tub
  - 08. Shower Stall
  - 09. Jetted Tub
  - 10. Ceramic Tile

- 13. COMMON AMENITIES (R)**
- 01. Security
  - 02. Near Public Transit
  - 03. Clubhouse
  - 04. Indoor Pool
  - 05. Outdoor Pool
  - 06. Tennis Court
  - 07. Exercise Room
  - 08. Putting Green
  - 09. Golf
  - 10. Sauna
  - 11. Whirlpool
  - 12. Playground

- 15. MUNICIPALITY(R)**
- 01. City
  - 02. Town
  - 03. Village
- 16. CONDO FEE INCL (R)**
- 01. Common Area Insurance
  - 02. Heat
  - 03. Central Air
  - 04. Reserve For Replacement
  - 05. Trash Collection
  - 06. Common Area Maintenance
  - 07. Recreation Facilities
  - 08. Pool Service
  - 09. Sewer
  - 10. Water
  - 11. Hot Water
  - 12. Parking
  - 13. Snow Removal
  - 14. Lawn Maintenance
  - 15. Other
  - 16. None

- 04. UNIT STYLE (R)**
- 01. 1 Story
  - 02. 1.5 Story
  - 03. 2 Story
  - 04. Bi-level
  - 05. Multi-level
  - 06. End Unit
  - 07. Other

- 11. APPLIANCES INCL (R)**
- 01. Oven/Range
  - 02. Refrigerator
  - 03. Disposal
  - 04. Dishwasher
  - 05. Microwave
  - 06. Washer
  - 07. Dryer
  - 08. Water Softener-owned
  - 09. Water Softener-rented

- 05. EXTERIOR (R)**
- 01. Brick
  - 02. Stone

- 21. ACCESSIBILITY**
- 01. Bedroom on Main Level
  - 02. Laundry on Main Level
  - 03. Full Bath on Main Level
  - 04. Open Floor Plan
  - 05. Ramped or Level Entrance
  - 06. Ramped or Level from Garage
  - 07. Roll in Shower
  - 08. Stall Shower
  - 09. Grab Bars in Bath
  - 10. Level Drive
  - 11. Elevator/Chair Lift
  - 12. Addl Accessibility Features