

Residential



Public Records Auto-filled Fields: Acres/Lot Sq. Ft., Legal Desc, Tax \$, Tax Year, School Dist, Street #, Street Direction, Unit #, City, State, Zip, Zip4, Year Built, Schedule #, County

The Public Records/tax record information is provided in the Matrix system. Information should be independently verified for accuracy.

Legend: **Required field** *Conditionally required* Auto Filled **Auto Filled and Required**

STATUS

Listing Price: \$ _____

Expiration Date: _____

Listing Date: _____

Coming Soon **Coming Soon End Date:** _____ Cannot be more than 14 days from date listing is entered. Listing will be activated automatically at the end of the On Market Date, unless activated prior to that date.

AGENT

Listing Agent Name: _____ **Co-Listing Agent Name:** _____

ADDRESS

County: _____ **Schedule Number:** _____

Street Number: _____ **Street Direction:** ___N___E___S___W

Street Name: _____

Street Type:

___Alley ___Avenue ___Blvd. ___Canyon ___Circle ___Court ___Cove ___Drive ___Estates
___Grove ___Heights ___Highway ___Hollow ___Landing ___Lane ___Loop ___Park ___Parkway
___Pass ___Path ___Place ___Plaza ___Point ___Ridge ___Road ___Run ___Square
___Street ___Terrace ___Trace ___Trail ___Vista ___View ___Way ___Not Applicable

Unit Number: _____

City: _____ **State:** Colorado **Zip Code:** _____ **Zip 4:** _____

Subarea: _____

Directions: (255 characters) _____

Legal Description: _____

School District: _____ **Grade School:** _____

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

Tax Amount: \$ _____ **Tax Year:** _____

Year Built: _____

Lot Size Type: ___Acres ___Sq Ft **Lot Size:** _____ (The System will calculate the other value and both will be displayed on the reports)

Zoning Type: _____

Zone Entity: _____

TIP: Typically, if the property is inside City limits, the Zone Entity is the City. If the property is outside City limits, the Zone Entity is the County.

COOP

If Display on VOW is set to No, then Electronic Advertising, Display Address on Internet, Display w/Public Com, and Display w/Public Auto Val will all be set to No on submission of the listing.

Display Listing on VOW: ☐ Yes ☐ No

Electronic Advertising: ☐ Yes ☐ No

Display Address on Internet: ☐ Yes ☐ No

Display w/ Public Comments/Blog: ☐ Yes ☐ No

Display w/ Public Auto Valuation: ☐ Yes ☐ No

Type of Listing Agreement:

☐ Exclusive Right to Sell-Lease-Exchange

☐ Exclusive Right to Sell-Lease-Exchange-Named Prospect Exempt

☐ Exclusive Agency

Service Level: ☐ Full Service ☐ Limited Service

Variable Rate Commission: ☐ Yes ☐ No

COOP Compensation Type: ☐ \$ ☐ %

COOP Compensation AMOUNT: _____

Commission Remarks Important Reminders

Incentives:

Photo Required: ☐ I agree to submit a compliant primary photo within 7 days - **Every listing in PPMLS, regardless of status, is required to have a primary photo.**

Virtually Stage Photos: Y/N - Choose Yes only if one or more photos have been digitally edited.

<https://ppar.com/documents/pdf/VirtualStagingFLYER.pdf>

FINANCIALS

Notices:

☐ Addenda Required

☐ Affordable Housing Subsidy Avail

☐ Auction-Absolute

☐ Auction-Reserve

☐ Bank-Owned

☐ Broker Owned

☐ Builder Owned

☐ Colorado Time Share

☐ Corporate Owned

☐ Established Rental History

☐ Estate

☐ Fannie Mae Homepath Prop

☐ Fannie/Freddie Owned

☐ FIRPTA

☐ Government Owned

☐ HUD

☐ In Foreclosure

☐ Lead Base Paint Discl Req

☐ Leasehold Title Interest in Land

☐ No Access

☐ Not Applicable

☐ Other Repo

☐ See Media Link

☐ Senior Tax Exemption

☐ Short Sale Add Signed

☐ Sold As Is

☐ VA Repo

☐ See Show/Agent Remarks

1st Right of First Refusal: ☐ Yes ☐ No

Terms Offered:

☐ Bond

☐ Builder Leaseback

☐ Cash

☐ Conventional

☐ CTL/Qualify

☐ FHA

☐ FHA203K

☐ Lease/Option

☐ Owner Carry

☐ Trade/Exchange

☐ USDA

☐ VA

☐ VA Vendee

☐ Other

☐ See Show/Agent Remarks

Seller Name: _____

Possession Date: _____

Possession Terms:

☐ Buyer Rent ☐ DOD ☐ DOD + Days ☐ Negotiable/TBD ☐ Seller Rent ☐ Sub. Tenant ☐ See Show/Agent Remarks

Earnest Money: \$ _____ Earnest Money Holder: _____

EM Promissory Note Acceptable: ☐ Yes ☐ No **Closing/Title Company:** _____
(If selection not on list, contact the RSC office at 719 633-7718 Option 1)

Title Evidence: ☐ Abstract ☐ Title Insurance ☐ None ☐ Other

Current Appraisal: ☐ Conventional ☐ FHA ☐ VA ☐ See Show/Agent Remarks

Assumable Loan: ☐ Yes ☐ No

Assumption Information:

☐ Escalate ☐ Fee ☐ Non-Qual Fee ☐ Private ☐ Substitution Required ☐ None ☐ Other ☐ See Show/Agent Remarks

2nd Mortgage: ☐ Yes ☐ No

Existing Loan: ☐ Yes ☐ No **Loan Balance:** \$ _____ **Payment:** \$ _____

Payment Includes: _____ **Interest %:** _____

SQ FT - [House Measuring Guidelines](#)

Property Type: ☐ Condominium ☐ Patio Home ☐ Single Family ☐ Townhouse

Attached (To another dwelling): ☐ Yes ☐ No

Floor Plan: **LEVELS:** Upper; Main; Lower; Basement (Refer to the House Measuring Guidelines on the RSC/MLS Quick Links)

☐ 1.5 Story (U,M,B) ☐ 2 Story (U,M,B) ☐ 3 Story (U,M,B) ☐ 4 Levels (U,M,L,B) (or Tri-Level with bsmt)
☐ 5 Levels or More (U,M,L,B) ☐ Bi-level (U,L) ☐ Raised Ranch (M,L) ☐ Ranch (M,B) ☐ Tri-Level (U,M,L)

Unit Description: (For condos and townhomes only)

☐ Basement Unit ☐ End Unit ☐ Fourth Floor or Above ☐ Front Unit ☐ Ground Floor
☐ Inside Unit ☐ Rear Unit ☐ Second Floor ☐ Third Floor

Basement/Foundation:

☐ Crawl Space ☐ Full Basement ☐ Garden Level ☐ Partial Basement ☐ Post and Pier
☐ Slab ☐ Tied-down Mobile ☐ Walk-out ☐ Other ☐ Not Applicable

Additional DETACHED Living Quarters Included in List Price: (DO NOT include this SqFt with the primary residence)

☐ 1-2 Bathrooms ☐ 1-2 Bedrooms ☐ 3+ Bathrooms ☐ 3+ Bedrooms ☐ 1000 or less Sq Ft. ☐ 1000+ Sq. Ft.

Square Feet Source:

☐ Appraisal ☐ Assessor Records ☐ Builder Marketing Material ☐ Building Plans ☐ Owner Measured
☐ Plat Map ☐ Realtor Measured ☐ Vendor Public Record

Upper Sq. Feet: _____ **Main Sq. Feet:** _____ **Above Grade Sq. Feet:** _____

Lower Sq. Feet: _____ **% Lower Finished:** _____

Basement Sq. Feet: _____ **% Basement Finished:** _____

Construction Status: ☐ Existing Home ☐ New Construction ☐ Pre-Sold ☐ To Be Built ☐ Under Construction

Estimated Completion Date: _____

Builder Name: _____ **Builder Name is required for New Construction, Pre-Sold, To Be Built and Under Construction.**

(If Builder Name is not on list, contact the RSC office at 719 633-7718, option 1 or email ppmls@ppar.org)

Model: _____

Roofing: ☐ Composite Shingle ☐ Metal ☐ Rolled ☐ Simulated Shake ☐ Tar/Gravel ☐ Tile ☐ Wood ☐ Other

Structure:

☐ Adobe ☐ Concrete ☐ Concrete Block ☐ Double Wide ☐ Foam ☐ Framed on Lot
☐ HUD Standard Mfg. ☐ Log ☐ Metal Frame ☐ Single Wide ☐ Stone ☐ Straw
☐ Structural Insulated Panel ☐ Tire ☐ Triple Wide or More ☐ UBC/IBC/IRC Standard Modular
☐ Wood Frame ☐ Other ☐ See Prop Desc Remarks

Siding:

☐ Alum/Vinyl/Steel ☐ Brick ☐ Cedar ☐ Fiber Cement ☐ Log ☐ Masonite Type ☐ Shingle
☐ Stone ☐ Stucco ☐ Wood ☐ Other ☐ See Prop Desc Remarks

Window Type: ☐ Aluminum ☐ Fiberglass ☐ Steel ☐ Storm Window ☐ Vinyl ☐ Wood

Garage/Parking Spaces: _____ **Garage Remotes:** _____

Garage/Parking Type:

☐ Assigned ☐ Attached ☐ Available ☐ Carport ☐ Detached ☐ Tandem ☐ None ☐ N/A

Garage Amenities:

☐ 220V ☐ Drive Through ☐ Even with Main Level ☐ Garage Door Opener ☐ Heated ☐ Oversized
☐ RV Garage ☐ Workshop ☐ None ☐ Other ☐ See Prop Desc. Remarks

Out Buildings:

☐ Barn ☐ Dog Run ☐ Gazebo ☐ Greenhouse ☐ Loafing Shed ☐ Shop
☐ Stable & Stalls ☐ Storage Shed ☐ Other ☐ See Prop Desc, Remarks

Patio/Deck Length: _____ **Patio/Deck Width:** _____

Patio/Deck Description:

☐ Composite ☐ Concrete ☐ Covered ☐ Enclosed ☐ Wood Deck ☐ None ☐ Other ☐ See Prop Desc Remarks



Covenants: ☐ Yes ☐ No **Complex Name:** _____

Management Name.: _____

Management Phone : _____

HOA 1 Name: _____ **Phone:** _____

Dues: \$ _____

Dues Frequency: ☐ Annual ☐ Monthly ☐ Quarterly ☐ Semi-Annual ☐ Not Applicable

Dues Include: ☐ Cable ☐ Common Utilities ☐ Covenant Enforcement ☐ Exterior Maintenance ☐ Heat
☐ Insurance ☐ Lawn ☐ Maintenance ☐ Management ☐ Security ☐ Sewer
☐ Snow Removal ☐ Trash Removal ☐ Water ☐ Other ☐ See Show/Agent Remarks

HOA 2 Name: _____ **Phone:** _____

Dues: \$ _____

Dues Frequency: ☐ Annual ☐ Monthly ☐ Quarterly ☐ Semi-Annual ☐ Not Applicable

Dues Include: ☐ Cable ☐ Common Utilities ☐ Covenant Enforcement ☐ Exterior Maintenance ☐ Heat
☐ Insurance ☐ Lawn ☐ Maintenance ☐ Management ☐ Security ☐ Sewer
☐ Snow Removal ☐ Trash Removal ☐ Water ☐ Other ☐ See Show/Agent Remarks

Metro Distric 1 Name: _____ **Phone:** _____

Dues: \$ _____

Dues Frequency: ☐ Annual ☐ Monthly ☐ Quarterly ☐ Semi-Annual ☐ Not Applicable

Dues Include: ☐ Cable ☐ Common Utilities ☐ Covenant Enforcement ☐ Exterior Maintenance ☐ Heat
☐ Insurance ☐ Lawn ☐ Maintenance ☐ Management ☐ Security ☐ Sewer
☐ Snow Removal ☐ Trash Removal ☐ Water ☐ Other ☐ See Show/Agent Remarks

Metro District 2 Name: _____ **Phone:** _____

Dues: \$ _____

Dues Frequency: ☐ Annual ☐ Monthly ☐ Quarterly ☐ Semi-Annual ☐ Not Applicable

Dues Include: ☐ Cable ☐ Common Utilities ☐ Covenant Enforcement ☐ Exterior Maintenance ☐ Heat
☐ Insurance ☐ Lawn ☐ Maintenance ☐ Management ☐ Security ☐ Sewer
☐ Snow Removal ☐ Trash Removal ☐ Water ☐ Other ☐ See Show/Agent Remarks

Pets Allowed: ☐ Yes ☐ No **Pet Number:** _____ **Pet Weight Limit:** _____

Pet Type: ☐ Bird ☐ Cat ☐ Chicken ☐ Dog ☐ Fish ☐ Horse ☐ Reptile ☐ Other

Pet Comments: _____

Complex Amenities:

☐ Club House ☐ Computer Lab ☐ Exercise Room ☐ Gated Community ☐ Green Areas
☐ Lake/Pond ☐ Landscape Maint. ☐ Playground ☐ Pool ☐ Private Security
☐ Qual as a 55+ Comm ☐ Racquetball ☐ Recreation Room ☐ RV Storage ☐ Sauna
☐ Spa ☐ Tennis ☐ None

Community Features:

☐ Club House ☐ Community Center ☐ Dining ☐ Dog Park ☐ Fitness Center
☐ Garden Area ☐ Gated Community ☐ Golf Course ☐ Hiking or Biking Trails ☐ Hotel/Resort
☐ Lake/Pond ☐ Parks or Open Space ☐ Playground Area ☐ Pool ☐ Shops
☐ Spa ☐ Tennis ☐ See Prop Desc Remarks

Street Description:

☐ City/Town Road ☐ County Road ☐ Driveway ☐ Easement ☐ Gravel ☐ Highway
☐ Maint. Agreement ☐ Paved ☐ Private Road ☐ None ☐ Other ☐ See Prop Desc Remarks

Adjacent Parcel for Sale: ☐ Yes ☐ No

Landscaped: ☐ All ☐ Front ☐ Rear ☐ None

Lot Location:

☐ Hiking Trail ☐ Near Fire Station ☐ Near Hospital ☐ Near Park ☐ Near Public Transit ☐ Near Schools
☐ Near Shopping Center

Lot Description:

☐ 360-degree View ☐ Backs to City/County/State/National OpenSpace ☐ Backs to Golf Course
☐ Backs to Open Space (OS) ☐ Borders BLM ☐ Borders National Forest ☐ City View ☐ Corner
☐ Cul-de-sac ☐ Flag Lot ☐ Foothill ☐ Golf Course View ☐ Hillside
☐ Level ☐ Meadow ☐ Mountain View ☐ Rural ☐ Sloping
☐ Spring/Pond/Lake ☐ Stream/Creek ☐ Trees/Woods ☐ View of Pikes Peak
☐ View of Rock Formations ☐ See Prop Desc Remarks

Restrictions:

☐ Architectural Control ☐ Easements ☐ Encroachment Noted ☐ Hillside Ordinance
☐ Min Rights Reserved ☐ No HUD Standard Manufactured ☐ No Mobile ☐ No UBC/IBC Standard Modular
☐ Wetland ☐ Wildlife Habitat ☐ None ☐ See Show/Agent Remarks

Fence: ☐ All ☐ Community ☐ Front ☐ Rear ☐ None ☐ Other ☐ See Prop Desc Remarks

Driveway: ☐ Concrete ☐ Gravel ☐ Heated ☐ Paved

Alley: ☐ Gravel ☐ Paved ☐ None ☐ Other

ROOMS

Select the Room Type, enter the Room Width, Room Length and Room Level. Select the amenities from the appropriate Room Amenities list. All rooms, if they exist, must be entered in the listing.

Ex: If there are three bedrooms, select Bedroom three times and enter the information for each bedroom. The order of rooms is not important.

ROOM Dimensions are not required but are suggested

ROOM TYPES:	Room Type	Room Width	Room Length	Room Level
Bathroom (Full)	1. _____			
Bathroom (3/4)	2. _____			
Bathroom (1/2)	3. _____			
Bedroom	4. _____			
Bedroom - Master	5. _____			
Dining Room	6. _____			
Family Room	7. _____			
Kitchen				
Laundry Space				
Living Room				
Office				
Other Room	Maximum of 30 rooms			
ROOM LEVELS: Upper, Main, Lower, Basement				

AMENITIES:**Bedroom or Master Bedroom:**

☐ Bath Adjoins ☐ Carpet ☐ Ceramic Tile ☐ Dressing Area ☐ Fireplace ☐ Sitting Area ☐ Walk-in Closet
☐ Walk-out ☐ Wood

Dining Room:

☐ Bay Window ☐ Breakfast Bar ☐ Carpet ☐ Ceramic Tile ☐ Dining Area

☐ Eating Space Nook ☐ Family Room Kitchen ☐ Fireplace ☐ Formal ☐ French Doors
☐ KIT/DR Combo ☐ LR/DR Combo ☐ Nook ☐ Other ☐ Separate Dining
☐ Walk-out ☐ Wood ☐ See Remarks

Family Room:

☐ Bookcases ☐ Built-ins ☐ Carpet ☐ Ceramic Tile ☐ Entertainment Center ☐ Fireplace
☐ French Doors ☐ Other ☐ Walk-out ☐ Wet Bar ☐ Wood ☐ See Remarks

Kitchen:

☐ Carpet ☐ Ceramic Tile ☐ Counter Bar ☐ Counter Top-Solid Surface ☐ Counter Top-Stone
☐ Counter Top-Tile ☐ Eat In/Country ☐ Galley ☐ Gourmet ☐ Island
☐ Walk-out ☐ Wood

Laundry Space:

☐ Door to garage ☐ Electric Hook-up ☐ Gas Hook-up ☐ Sink ☐ Window

Living Room:

☐ Bookcases ☐ Built-ins ☐ Carpet ☐ Ceramic Tile ☐ Fireplace ☐ Formal ☐ Great Room
☐ Other ☐ Walk-out ☐ Wet Bar ☐ Wood ☐ See Remarks

Office:

☐ Bookcases ☐ Built-ins ☐ Carpet ☐ Closet ☐ Fireplace ☐ Skylight ☐ Wood ☐ See Remarks

Other Room:

☐ 2nd Dining Room ☐ 2nd Family Room ☐ 2nd Kitchen ☐ 2nd Living Room ☐ Loft
☐ Media/Home Theater Room ☐ Storage ☐ See Remarks

BATH & BED Information:

Main Level Bedroom: ☐ Yes ☐ No

Master Bath Amenities:

☐ 5-Piece Bath ☐ Bidet ☐ Carpet ☐ Ceramic Tile ☐ Double Vanity ☐ Fireplace ☐ Free-standing Shower
☐ Jetted Tub ☐ Skylight ☐ Spa Shower ☐ Tub ☐ Tub/Shower ☐ Wood

Bathroom Rough-ins: _____ (Are not included in bathroom total)

FEATURES

Appliances:

☐ 220v in Kitchen ☐ Countertop System ☐ Dishwasher ☐ Disposal ☐ Double Oven
☐ Downdraft Range ☐ Dryer ☐ Gas Grill ☐ Gas in Kitchen ☐ Hot Tap Dispenser
☐ Kitchen Vent Fan ☐ Microwave Oven ☐ Oven ☐ Range/Oven ☐ Range Top
☐ Refrigerator ☐ Self Cleaning Oven ☐ Smart Home Appliances ☐ Trash Compactor
☐ Washer ☐ Other

Floors:

☐ Carpet ☐ Ceramic Tile ☐ Natural Stone ☐ Parquet ☐ Tile ☐ Vinyl/Linoleum ☐ Wood ☐ Wood Laminate
☐ Other

Entry:

☐ Carpet ☐ Ceramic Tile ☐ Closet ☐ Covered ☐ Double Doors ☐ Natural Stone
☐ Tile ☐ Vinyl/Linoleum ☐ Wood ☐ Wood Laminate ☐ Other

Fireplaces:

☐ Basement ☐ Coal ☐ Electric ☐ Four ☐ Free-standing ☐ Gas ☐ Heatilator ☐ Insert
☐ Lower ☐ Main ☐ Masonry ☐ One ☐ Pellet ☐ Stove ☐ Three ☐ Two
☐ Upper ☐ Wood ☐ None ☐ See Prop Desc Remarks

Misc. Items:

☐ Attic Storage ☐ Auto Sprinkler System ☐ Breakfast Bar ☐ Central Vacuum
☐ Dry Bar ☐ Electric Gate ☐ High Speed Internet Avail ☐ HOA Required \$
☐ HOA Voluntary \$ ☐ Home Theatre ☐ Home Warranty ☐ Horses (Zoned)
☐ Horses (Zoned for 2 or more) ☐ Horses (Zoned for only 1) ☐ Hot Tub/Spa ☐ Humidifier
☐ Intercom ☐ Kitchen Pantry ☐ Laundry Chute ☐ Manned Gate

<input type="checkbox"/> Manual Sprinkler System	<input type="checkbox"/> Pool	<input type="checkbox"/> Radon System	<input type="checkbox"/> RV Parking
<input type="checkbox"/> Sauna	<input type="checkbox"/> Secondary Suite w/in home	<input type="checkbox"/> Security System	<input type="checkbox"/> Smart Home Door Locks
<input type="checkbox"/> Smart Home Lighting	<input type="checkbox"/> Smart Home Media	<input type="checkbox"/> Smart Home Security Sys	<input type="checkbox"/> Smart Home Thermostat
<input type="checkbox"/> Sump Pump	<input type="checkbox"/> Tennis Court	<input type="checkbox"/> Water Softener	<input type="checkbox"/> Wet Bar
<input type="checkbox"/> Window Coverings	<input type="checkbox"/> Workshop	<input type="checkbox"/> Other	<input type="checkbox"/> See Prop Desc Remarks

Misc. Interior Features:

☐ 5-piece bath ☐ 6-panel Doors ☐ 9Ft + Ceilings ☐ Beamed Ceilings ☐ Crown Molding ☐ French Doors ☐ Great Room
☐ Skylight(s) ☐ Vaulted Ceilings ☐ Other ☐ See Prop Desc Remarks

Handicap Access:

<input type="checkbox"/> Bathroom Access	<input type="checkbox"/> Elevator	<input type="checkbox"/> Hand Rails	<input type="checkbox"/> Kitchen Access
<input type="checkbox"/> Ramp Access	<input type="checkbox"/> Stairs to back entrance	<input type="checkbox"/> Stairs to front entrance	<input type="checkbox"/> Stairs to garage
<input type="checkbox"/> Wheelchair Access	<input type="checkbox"/> Wide Doors	<input type="checkbox"/> Other	<input type="checkbox"/> See Prop Desc Remarks

Laundry Facilities:

☐ Basement ☐ Coin ☐ Common ☐ Electric Hook-up ☐ Garage ☐ Gas Hook-up ☐ Lower ☐ Main ☐ Upper ☐ None

Rented Equipment:

☐ Propane Tank ☐ Satellite Dish ☐ Security System ☐ Water Softener ☐ See Show/Agent Remarks

Extras: (255 characters) _____

Exclusions: (255 characters) _____

UTILITIES/HVAC

Total # Wells: _____ **Existing Well Permit:** ☐ Yes ☐ No **Well Permit #:** _____

Well Type:

<input type="checkbox"/> Commercial	<input type="checkbox"/> Domestic	<input type="checkbox"/> Household	<input type="checkbox"/> Household with Rider	<input type="checkbox"/> Industrial	<input type="checkbox"/> Irrigation
<input type="checkbox"/> Livestock	<input type="checkbox"/> Other	<input type="checkbox"/> See Prop Desc Remarks			

Heating:

<input type="checkbox"/> Active Solar	<input type="checkbox"/> Baseboard	<input type="checkbox"/> Coal	<input type="checkbox"/> Electric	<input type="checkbox"/> Forced Air	<input type="checkbox"/> Gravity	<input type="checkbox"/> Heat Pump
<input type="checkbox"/> Hot Water	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> None	<input type="checkbox"/> Oil	<input type="checkbox"/> Other	<input type="checkbox"/> Passive Solar	
<input type="checkbox"/> Propane	<input type="checkbox"/> Radiant	<input type="checkbox"/> Wall Furnace	<input type="checkbox"/> Wood	<input type="checkbox"/> See Prop Desc Remarks		

Cooling:

<input type="checkbox"/> Attic Fan	<input type="checkbox"/> Ceiling Fan(s)	<input type="checkbox"/> Central Air	<input type="checkbox"/> Electric	<input type="checkbox"/> Evaporative Cooling	<input type="checkbox"/> None
<input type="checkbox"/> Other	<input type="checkbox"/> Wall Unit(s)	<input type="checkbox"/> See Prop Desc Remarks			

Sanitation:

☐ Cesspool ☐ Septic ☐ Sewer ☐ Other ☐ See Prop Desc Remarks

Existing Utilities:

<input type="checkbox"/> Cable	<input type="checkbox"/> Electricity	<input type="checkbox"/> Electricity Available	<input type="checkbox"/> Gas Available	<input type="checkbox"/> Generator	<input type="checkbox"/> Natural Gas
<input type="checkbox"/> Propane	<input type="checkbox"/> Solar	<input type="checkbox"/> Telephone	<input type="checkbox"/> Other	<input type="checkbox"/> See Prop Desc Remarks	

Existing Water:

<input type="checkbox"/> Association/District	<input type="checkbox"/> Cistern	<input type="checkbox"/> Ditch Rights	<input type="checkbox"/> Municipal	<input type="checkbox"/> Private System
<input type="checkbox"/> Spring	<input type="checkbox"/> Water Rights	<input type="checkbox"/> Well	<input type="checkbox"/> None	<input type="checkbox"/> See Prop Desc Remarks

HERS Rating: ☐ Yes ☐ No **HERS Year Certified:** _____ **HERS Score:** _____

ENERGY STAR Qualified New Home: ☐ Yes ☐ No **ENERGY STAR Year Certified:** _____

LEED for Homes: ☐ Yes ☐ No **LEED Year Certified:** _____

NAHB/NGBS-ICC 700: ☐ Yes ☐ No NAHB/NGBS-ICC 700 Year Certified: _____

Solar PV: ☐ Yes ☐ No Solar PV Year Installed: _____ Solar PV Kilowatts: _____

Solar Thermal: ☐ Yes ☐ No Solar Thermal Year Installed: _____ Solar Thermal Type: _____

Green Features Addendum Uploaded? ☐ Yes ☐ No

REMARKS/VT

Property Description Remarks: (2000 characters). Use only to describe the physical attributes of the property. Do NOT include ANY contact, showing, financial, date information, or broker remarks

Virtual Tours Can add one or two. "http://" is not required.

URL 1: _____

URL 2: _____

SHOWING

Key: ☐ Key at Listing Ofc ☐ Key on Site ☐ Other Box ☐ SenteriLock Key Box ☐ None ☐ See Show/Agent Remarks

Showing Instructions: ☐ 24 Hour Notice ☐ Appointment Only ☐ Lister Present ☐ Restricted Hours ☐ Other

☐ See Show/Agent Remarks

Occupancy: ☐ Caretaker ☐ Owner ☐ Tenant ☐ None

Appointment Contact: _____

Agent/Showing Remarks: (1000 characters) _____

SHOWING/OPEN HOUSE

When **ACTIVE** Status is selected on Status tab, Open House info may be added including multiple open house dates and times.

Date: _____ Start Time: _____ End Time: _____

Date: _____ Start Time: _____ End Time: _____

Open House Type: ☐ Virtual

Virtual Open House URL: http://_____

Virtual Open House Notes: (300 char) _____

You can add up to **50** .jpg or .gif photos to each listing while it is incomplete or after it is active.

The primary photo must be of the exterior of the property and must be submitted within 7 days of activating the listing.

Every listing in PPMLS, regardless of status, is required to have a primary photo.

PPMLS Rules - Section 1.2.0, Accuracy of Listing Data- Subscribers are required to submit accurate listing data and required to correct any known errors.