

(*) INDICATES REQUIRED FIELD DO NOT ABBREVIATE

EXTERIOR FEATURES

*Lot Dimensions (DIM):

Acreage:

Model (MOD):

***Type of House (TPE):**

- A: 1 Story
- B: 1.5 Story
- C: 2 Stories
- D: 3 Stories
- E: 4+ Stories
- F: Coach House
- G: Earth
- H: Hillside
- I: Raised Ranch
- J: Split Level
- K: Split Level w/Sub
- L: Other

Style of House (STY):

- A: American 4-Sq.
- B: Bi-Level
- C: Brownstone
- D: Bungalow
- E: Cape Cod
- F: Colonial
- G: Contemporary
- H: Cottage
- I: English
- J: Farmhouse
- K: French Provincial
- L: Georgian
- M: Greystone
- N: Log
- O: Mediterranean/Spanish
- P: Prairie
- Q: Quad Level
- R: Queen Anne
- S: Ranch
- T: Row House
- U: Step Ranch
- V: Traditional
- W: Tri-Level
- X: Tudor
- Y: Victorian
- Z: Other

***Exterior Building Type (EXT):**

- A: Aluminum/Vinyl/Steel Siding
- B: Brick
- C: Cedar
- D: Frame
- E: Block
- F: Dryvit Type
- G: Glass
- H: Log
- I: Masonite
- J: Shakes
- K: Stucco
- L: Stone
- M: Marble/Granite
- N: Concrete
- O: Asbestos Siding
- P: Limestone
- Q: Slate
- R: Other
- S: Clad Trim

***Lot Size (LSZ):**

- A: Less than .25 Acres
- B: .25 - .49 Acres
- C: .50 - .99 Acres
- D: 1.0 - 1.99 Acres
- E: 2.0 - 4.99 Acres
- F: 5.0 - 9.99 Acres
- G: 10+ Acres
- K: Oversized Chicago Lot
- L: Standard Chicago Lot

Lot Description (LDS):

- A: Beach
- B: Chain of Lakes Frontage
- C: Channel Front
- D: Common Grounds
- E: Corner
- F: Cul-De-Sac
- G: Dimensions to Center of Road
- H: Fenced Yard
- I: Forest Preserve Adjacent
- J: Golf Course Lot
- K: Horses Allowed
- L: Irregular
- M: Lake Front
- N: Landscaped Professionally
- O: Legal Non-Conforming
- P: Paddock
- Q: Park Adjacent
- R: Pond
- S: River Front
- T: Stream
- V: Water View
- W: Wooded
- X: Rear of Lot

Foundation (FND):

- A: Block
- B: Brick
- C: Concrete
- D: Pillars
- E: Reinforced Caisson
- F: Stone
- G: Wood
- H: Other

Roof Type (ROF):

- A: Asphalt/Glass (Rolled)
- B: Asphalt/Glass (Shingles)
- C: Metal
- D: Rubber
- E: Slate
- F: Tar & Gravel
- G: Tile
- H: Wood Shakes/Shingles
- L: Other

Other Improvements (IMPO):

- A: Curbs/Gutters
- B: Gated Entry
- C: Sidewalks
- D: Street Lights
- E: Street Paved
- F: Other

*Parking Type (PKN): G-Garage(s)
 S-Space(s)
 N-None

***Parking (PAR):**

- A: Assigned Spaces-1
- B: Assigned Spaces-2 or more
- C: Unassigned
- D: Off Alley
- E: Off Street
- F: Side Apron
- G: Underground/Covered
- I: Fee/Leased
- J: Zoned Permit
- K: Visitor Parking
- L: Valet
- M: None/Not Applicable
- N: Deeded Sold Separately
- O: On-Site
- P: Off-Site

***Garage Type (GAR):**

- A: Attached
- B: Detached
- C: 1 Car Garage
- D: 1.5 Car Garage
- E: 2 Car Garage
- F: 2.5 Car Garage
- G: 3 Car Garage
- H: 3+ Car Garage
- M: Garage Door Opener(s) (Auto)
- N: Transmitter(s)
- O: Carport
- P: Heated
- Q: Leased
- R: Owned
- S: Underground
- U: None
- V: Deeded Sold Separately
- W: On-Site
- X: Off-Site
- Z: Tandem

Driveway (DRV):

- A: Asphalt
- B: Brick
- C: Concrete
- D: Dirt
- E: Gravel
- F: Circular
- G: Shared
- H: Off Alley
- I: Side Drive
- J: Heated
- K: Other

*Number of Cars (CARS):

UTILITIES

***Air Conditioning (AIR):**

- A: Central Air
- B: Partial
- C: Space Pac
- D: 1 - Window/Wall Unit
- E: 2 - Window/Wall Units
- G: 3+ Window/Wall Units
- H: Zoned
- I: None

***Water (IMPW):**

- A: Lake Michigan
- B: Public
- C: Private Company
- D: Well Community
- E: Well Private
- F: Well Private Company
- G: Well Shared
- H: Other

***Sewer (IMPS):**

- A: Septic - Mechanical
- B: Septic - Private
- C: Septic - Shared
- D: Sewer - Public
- E: Sewer Storm
- F: Holding Tank(s)
- G: Overhead Sewers
- H: Other

Electricity (ELC):

- A: Circuit Breakers
- B: Fuses
- C: 200+ Amp Service
- D: 150 Amp Service
- E: 100 Amp Service
- F: 60 Amp Service
- G: 30 Amp Service

***Heat/Fuel (HEA):**

- A: Gas
- B: Electric
- C: Oil
- D: Propane
- E: Solar
- F: Forced Air
- G: Hot Water/Steam
- H: Baseboard
- I: Radiant
- J: Gravity Air
- K: Heat Pump
- L: Radiators
- M: Space Heater(s)
- N: 2+ Separate Heating Systems
- O: Individual Controls
- P: Zoned
- Q: Other
- R: None

Equipment (EQP):

- A: Humidifier
- B: Water Softener-Owned
- C: Water Softener-Rented
- D: Central Vacuum
- E: TV-Cable
- F: TV-Dish
- G: TV Antenna
- H: TV-Rotor
- I: Security System
- J: Intercom
- K: Fire Sprinklers
- L: CO Detectors
- M: Ceiling Fans
- N: Fan - Attic Exhaust
- O: Fan - Whole House
- P: Sump Pump
- Q: Sprinkler Lawn
- R: Air Cleaner
- S: Air Exchanger

(*) INDICATES REQUIRED FIELD

DO NOT ABBREVIATE

INTERIOR FEATURES

Approx. Sq Ft (ASF):

of Fireplaces (FP):

*Total Number of Rooms (RMS):

*Bedrooms (BR):

*Total Full/Half Baths (BTH):

*Master Bedroom Bath (MBB): Y/N

*Basement (BMT): Y/N

*Basement Bathrooms (BB): Y/N

Attic (ATC):

- A: Dormer
- B: Finished
- C: Full
- E: Interior Stair
- F: Pull Down Stair
- G: Unfinished

Bath Amenities(BAT):

- A: MBR - Full
- B: MBR - 1/2
- C: Shared Master Bath
- D: Whirlpool
- E: Separate Shower
- F: Handicap Shower
- G: Steam Shower
- H: Double Sink
- I: Bidet

***Basement (BAS):**

- A: Full
- B: Partial
- C: Walkout
- D: Finished
- E: Partially Finished
- F: Unfinished
- G: Crawl
- H: Cellar
- I: English
- J: Sub-Basement
- K: Slab
- L: Exterior Access
- M: Other
- N: None

Fireplace Type (FPL):

- A: Location-Family Room
- B: Location-Living Room
- C: Location-Master Bedroom
- D: Location-Basement
- E: Location-Other
- F: See through/Multi Sided
- G: Wood Burning
- H: Wood Burning Stove
- I: Attached Fireplace Doors/Screen
- J: Electric
- K: Gas Logs
- L: Gas Starter
- M: Heatilator Type System
- N: Includes Accessories
- O: Portable/Ventless
- P: Decorative Only
- Q: Foundation Only

Other Features (FEA):

- A: Handicapped Access
- B: Handicapped Equipped
- C: Deck
- D: Patio
- E: Porch Screened
- F: Vaulted/Cathedral Ceiling
- G: Skylight(s)
- H: Balcony
- I: Porch
- J: Gazebo
- K: Greenhouse
- L: Storage Shed
- M: Dog Run/Invisible Fence
- N: Horse Barn/Pole Barn
- O: Tennis Court(s)
- P: Boat Dock/Mooring
- Q: Pool Above Ground
- R: Pool In-Ground
- S: Pool Indoors
- T: Hot Tub
- U: Sauna/Steam Room
- V: Bar-Dry
- W: Bar-Wet
- X: Roof Deck

	Size	Level	Flooring	Window Treatments (Y/N)
Living Room (LRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*LRL: <input type="text"/>	LRF: <input type="text"/>	LRW: <input type="text"/>
Dining Room (DRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*DRL: <input type="text"/>	DRF: <input type="text"/>	DRW: <input type="text"/>
Kitchen (KTS):	<input type="text"/> <input type="text"/> <input type="text"/>	*KTL: <input type="text"/>	KTF: <input type="text"/>	KTW: <input type="text"/>
Family Room (FRS):	<input type="text"/> <input type="text"/> <input type="text"/>	*FRL: <input type="text"/>	FRF: <input type="text"/>	FRW: <input type="text"/>
Master Bedroom (MBS):	<input type="text"/> <input type="text"/> <input type="text"/>	*MBL: <input type="text"/>	MBF: <input type="text"/>	MBW: <input type="text"/>
2nd Bedroom (B2S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B2L: <input type="text"/>	B2F: <input type="text"/>	B2W: <input type="text"/>
3rd Bedroom (B3S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B3L: <input type="text"/>	B3F: <input type="text"/>	B3W: <input type="text"/>
4th Bedroom (B4S):	<input type="text"/> <input type="text"/> <input type="text"/>	*B4L: <input type="text"/>	B4F: <input type="text"/>	B4W: <input type="text"/>
Addl Rm 1 Name (A1N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A1L: <input type="text"/>	A1F: <input type="text"/>	A1W: <input type="text"/>
Addl Rm 2 Name (A2N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A2L: <input type="text"/>	A2F: <input type="text"/>	A2W: <input type="text"/>
Addl Rm 3 Name (A3N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A3L: <input type="text"/>	A3F: <input type="text"/>	A3W: <input type="text"/>
Addl Rm 4 Name (A4N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A4L: <input type="text"/>	A4F: <input type="text"/>	A4W: <input type="text"/>
Addl Rm 5 Name (A5N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A5L: <input type="text"/>	A5F: <input type="text"/>	A5W: <input type="text"/>
Addl Rm 6 Name (A6N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A6L: <input type="text"/>	A6F: <input type="text"/>	A6W: <input type="text"/>
Addl Rm 7 Name (A7N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A7L: <input type="text"/>	A7F: <input type="text"/>	A7W: <input type="text"/>
Addl Rm 8 Name (A8N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A8L: <input type="text"/>	A8F: <input type="text"/>	A8W: <input type="text"/>
Addl Rm 9 Name (A9N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A9L: <input type="text"/>	A9F: <input type="text"/>	A9W: <input type="text"/>
Addl Rm 10 Name (A10N):	<input type="text"/> <input type="text"/> <input type="text"/>	*A10L: <input type="text"/>	A10F: <input type="text"/>	A10W: <input type="text"/>

Level Choices:
 B-Basement; W-Walkout Basement; L-Lower;
 1-Main Level; 2-2nd Level; 3-3rd Level; 4-4th Level;
 A-Attic; N-Not Applicable

Flooring Choices:
 C-Carpet; H-Hardwood; P-Parquet; V-Vinyl; T-Ceramic Tile;
 M-Marble; W-Wood Laminate; O-Other

"SEARCHABLE" Additional Room Name Choices:
 2KT-2nd Kitchen; ATR-Atrium; ATC-Attic; BAL-Balcony; BAR-Bar;
 BON-Bonus; BR5-5th Bedroom; BR6-6th Bedroom; BR7-7th
 Bedroom; BR8-8th bedroom; BR9-9th Bedroom; B10-10th
 Bedroom; B11-11th Bedroom; B12-12th Bedroom; BRK-Breakfast
 Room; DEN-Den; DRK-Dark Room; DEC-Deck; EAS-Eating Area;
 ENP-Enclosed Porch; EXC-Exercise Room; FOY-Foyer; GAL-
 Gallery; GAM-Game Room; GRT-Great Room; LDY-Laundry; LIB-
 Library; LOF-Loft; MAI-Maid's Room; MED-Media Room; MUD-Mud
 Room; NUR-Nursery; OFF-Office; PAN-Pantry; PLY-Play Room;
 REC-Recreation Room; SCP-Screened Porch; SEW-Sewing Room;
 SIT-Sitting Room; STE-Suite; STY-Study; STG-Storage; SUN-
 Sunroom; TAN-Tandem Room; TER-Terrace; THR-Theatre Room;
 UTIL-Utility Room; WIC-Walk In Closet; WRK-Workroom; OTH-
 Other

Dining Room (DIN):

- A: Separate
- B: Combined w/Living Room
- C: Combined w/Family Room
- D: L Shaped

Kitchen Type (KIT):

- A: Eating Area-Breakfast Bar
- B: Eating Area-Table Space
- C: Galley
- D: Island
- E: Pantry-Butler
- F: Pantry-Closet
- G: Pantry-Walk-in

Appliances (APP):

- A: Oven-Double
- B: Oven/Range
- C: Microwave
- D: Dishwasher
- E: Dishwasher-Portable
- F: Refrigerator
- G: Refrigerator-Bar
- H: Freezer
- I: Washer
- J: Dryer
- K: Disposal
- L: Compactor-Trash
- M: Grill-Indoor
- N: Grill-Outdoor

Other Rooms OTR):

- A: 1st Floor Bedroom
- B: Darkroom
- C: Den/Office/Study
- D: Enclosed Balcony
- E: Exercise Room
- F: Family Room
- G: Gallery/Foyer
- H: Great Room
- I: In-Law Arrangement*
- J: Kitchen Second
- K: Library
- L: Loft
- M: Maid's Room
- N: Porch - Enclosed
- O: Porch - Screened
- P: Recreation
- Q: Sitting Room
- R: Sunroom/Florida Room
- T: Utility/Laundry - 1st Floor
- U: Utility/Laundry - 2nd Floor
- V: Workshop

* Check Local Ordinances

(*) INDICATES REQUIRED FIELD

DO NOT ABBREVIATE

TAX/ASSESSMENTS

*Tax Year (TXY):

*Taxes (TAX): (\$)

Tax Exemptions (TXC): H-Homeowner; S-Senior; O-Other; N-None

*Special Assessments &/or Special Service Area (SAS): Y/N/U

*Assessment/Association Dues \$ (ASM): 999-Not Fully Assessed; 0-None

*Frequency (FREQ): A-Annual; M-Monthly; Q-Quarterly; V-Voluntary; N-Not Applicable

* Assessment Includes (MAI):

- A: Heat; B: Air Conditioning; C: Water; D: Electric; E: Gas; F: Parking; G: Tax; H: Common Insurance; I: Security; J: Security System; K: Doorman; L: TV/Cable; M: Club House; N: Exercise Facilities; O: Pool; P: Exterior Maintenance; Q: Lawn Care; R: Scavenger; S: Snow Removal; T: Lake Rights; U: Other; V: None

OFFICE/SALES INFORMATION

*Listing Type (LIST): E-Exclusive Right to Sell; X-Exclusive Agency

*Agent Owned/Interest (AON): Y/N

*Holds Earnest Money (HEM): Y/N

*Showing Instructions: (Maximum 56 characters)

*Cooperative Compensation (CC):

*Special Compensation Info. (SCI): M-Bonus; Z-Exception(s); V-Variable; N-None

*Possession (POS):

- A: Closing; B: Immediate; C: Lease Back Required; D: Negotiable; E: Prior to Closing; F: Specific Date; G: Tenant's Rights; H: Other; I: Harvest Rights

Sale Terms (TRM):

- A: Conventional; B: FHA; C: VA; D: Assumption-Conv; E: Assumption-FHA; F: Assumption-VA; G: Release Required; H: Contract (Articles) for Deed; I: Lease/Purchase; J: Owner May Help/Assist; K: Purchase Money Mortgage; L: Rent w/Option; M: Rewrite/Blend; N: Trade/Exchange; O: Cash Only; P: Other

Listing Agent Additional Info (AAN):

Co-Lister (MLS ID):

*Owner's Name - OR - "Owner of Record" (OWR):

Owner's Phone (OPH):

Agent Remarks: (Maximum 240 characters)

MEDIA

*Photo (PHO): A-Take Exterior Photo ONLY; B-Supplied by LO; C-Sketch Supplied by LO; E-Take Exterior AND Interior Photos (max 1+8 Cost \$34.95)

C35 3x5; C57 5x7 color; C810 8x10 color

*Virtual Tour (VT): A: Standard; B: Plus Realtor.com; C: VIC; D: VideoHome Tours; E: CirclePix; F: VI 360; G: OBEO; N: None

*Internet Listing: A-All; B-None; D-Only Realtor.com; X-Only RealNet (Vendor Contract Needed)

*Remarks on IDX?: Y/N

*Property Address on IDX? (ADI): Y/N

TOUR/OPEN HOUSE INFORMATION (Optional)

Tour Date: (MM/DD/YY)

Start Tour Time: (AM/PM)

End Tour Time: (AM/PM)

Lunch: Y/N

Refreshments: Y/N

Comments (Maximum 68 characters):