

## RESIDENTIAL LEASE/RENTAL LISTING INPUT FORM

Property Overview				* indicates Required fields
<b>Property Type*</b>				
<input type="checkbox"/> Apartment/Condo for Rent <input type="checkbox"/> House for Rent <input type="checkbox"/> Other Rental Property <input type="checkbox"/> Townhouse for Rent				
<b>Full Address*</b> (incl. Unit # if applicable)		County*	APN#*	
City*	State*	Zip*	Beds*	
Building Sqft*	Year Built*	Zoning*	Full Baths*	
Lot Sqft*	Lot Acres*	MLS Area # or Code*	Partial Baths	
Elementary School District*		Land Use	# of Stories	
Elementary School Name		High School District*		
Middle School Name		High School Name		
Is property within City Limits?*	Is property in an Incorporated area?*		Cross Street	
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Directions				
Listing Details				
<b>Listing Status*</b>				
<input type="checkbox"/> Active <input type="checkbox"/> Comp Only				
If Active, List Date*	Monthly Rental Price*	Expiration Date*	If Comp Only, Rented Date & Price	
Rental Details				
Date Available*	Minimum Lease Months*	Maximum Lease Months*	Expected Security Deposit*	
<b>Lease Terms*</b>				
<input type="checkbox"/> Accepts Section 8	<input type="checkbox"/> Deposit Required	<input type="checkbox"/> Option to Renew	<input type="checkbox"/> Sublease	
<input type="checkbox"/> Credit Report Required	<input type="checkbox"/> Month to Month	<input type="checkbox"/> Other Lease Terms		
<b>Rent Includes</b>				
<input type="checkbox"/> Association Fees	<input type="checkbox"/> Gardener	<input type="checkbox"/> Laundry Facilities	<input type="checkbox"/> Pool/Spa	
<input type="checkbox"/> Cable TV	<input type="checkbox"/> Gas	<input type="checkbox"/> Manager	<input type="checkbox"/> Security Service	
<input type="checkbox"/> Electricity	<input type="checkbox"/> Heat	<input type="checkbox"/> None	<input type="checkbox"/> Sewer	
<input type="checkbox"/> Furniture	<input type="checkbox"/> Hot Water <input type="checkbox"/> Water	<input type="checkbox"/> Other	<input type="checkbox"/> Trash Removal	
<b>Communications</b>				
<input type="checkbox"/> Audio/Video Prewired	<input type="checkbox"/> DSL	<input type="checkbox"/> Intercom	<input type="checkbox"/> Satellite Dish	
<input type="checkbox"/> Cable TV	<input type="checkbox"/> Fiber Ready	<input type="checkbox"/> Networked	<input type="checkbox"/> None	<input type="checkbox"/> Other

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Interior Features				* indicates Required fields
<b>Accessibility Features</b>				
<input type="checkbox"/> Bathroom Features	<input type="checkbox"/> Flashing Warnings	<input type="checkbox"/> Lower Light Switches	<input type="checkbox"/> Parking	
<input type="checkbox"/> Elevator/Lift	<input type="checkbox"/> Grab Bars	<input type="checkbox"/> None	<input type="checkbox"/> Wheelchair Access	
<input type="checkbox"/> Flashing Doorbell Warning	<input type="checkbox"/> Kitchen Features	<input type="checkbox"/> Other	<input type="checkbox"/> Wide Halls/ Doors (3ft+)	
<b>Cooling*</b>				
<input type="checkbox"/> Ceiling Fan	<input type="checkbox"/> Central Forced Air - Gas	<input type="checkbox"/> Central Forced Air	<input type="checkbox"/> Multi-Zone	
<input type="checkbox"/> None	<input type="checkbox"/> Other			
<b>Dining Room Features*</b>				
<input type="checkbox"/> Breakfast Bar	<input type="checkbox"/> Dining Area	<input type="checkbox"/> Formal Dining Room	<input type="checkbox"/> Other	
<input type="checkbox"/> Breakfast Nook	<input type="checkbox"/> Eat in Kitchen	<input type="checkbox"/> No Informal Dining Room		
<b>Family Room Features*</b>				
<input type="checkbox"/> Kitchen/Family Room Combo	<input type="checkbox"/> No Family Room	<input type="checkbox"/> Other	<input type="checkbox"/> Separate Family Room	
<b>Flooring</b>				
<input type="checkbox"/> Carpet	<input type="checkbox"/> Laminate	<input type="checkbox"/> Stone	<input type="checkbox"/> Travertine	
<input type="checkbox"/> Concrete	<input type="checkbox"/> Marble	<input type="checkbox"/> Sustainable Materials	<input type="checkbox"/> Unfinished	
<input type="checkbox"/> Granite	<input type="checkbox"/> Other	<input type="checkbox"/> Tile	<input type="checkbox"/> Vinyl/Linoleum	
<input type="checkbox"/> Hardwood	<input type="checkbox"/> Slate			
<b>Heating*</b>				
<input type="checkbox"/> Central Forced Air	<input type="checkbox"/> No Heating	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Solar	
<input type="checkbox"/> Central Forced Air - Gas	<input type="checkbox"/> Other	<input type="checkbox"/> Floor Furnace	<input type="checkbox"/> Solar and Gas	
<input type="checkbox"/> Common	<input type="checkbox"/> Forced Air	<input type="checkbox"/> Gas	<input type="checkbox"/> Solar with Backup	
<input type="checkbox"/> Electric				
<b>Kitchen</b>				
<input type="checkbox"/> Cooktop - Electric	<input type="checkbox"/> Freezer	<input type="checkbox"/> No Appliances	<input type="checkbox"/> Oven - Gas	
<input type="checkbox"/> Cooktop - Gas	<input type="checkbox"/> Island	<input type="checkbox"/> None	<input type="checkbox"/> Pantry	
<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Microwave	<input type="checkbox"/> Oven - Electric	<input type="checkbox"/> Refrigerator(s)	
<input type="checkbox"/> Wine Refrigerator				
<b>Laundry</b>				
<input type="checkbox"/> Coin Operated	<input type="checkbox"/> Hookups Only	<input type="checkbox"/> Washer/Dryer	<input type="checkbox"/> Washer/Dryer - Some Units	
<input type="checkbox"/> None				
<b>Other Rooms</b>				
<input type="checkbox"/> Artist Studio	<input type="checkbox"/> Basement - Finished	<input type="checkbox"/> Office Area	<input type="checkbox"/> Safe/Panic Room	
<input type="checkbox"/> Atrium	<input type="checkbox"/> Laundry Room	<input type="checkbox"/> Other	<input type="checkbox"/> Storage	
<input type="checkbox"/> Attic				
<input type="checkbox"/> Loft				

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Exterior Features			* indicates Required fields
<b># Garage Spaces*</b>	<b># Carport Spaces*</b>	<b># Open Parking Spaces*</b>	
<b>Parking Features*</b>			
<input type="checkbox"/> Assigned Spaces	<input type="checkbox"/> Electric Car Hookup	<input type="checkbox"/> No Garage	<input type="checkbox"/> Parking Area
<input type="checkbox"/> Attached Garage	<input type="checkbox"/> Gate/Door Opener	<input type="checkbox"/> No Parking	<input type="checkbox"/> Uncovered Parking
<input type="checkbox"/> Covered Parking	<input type="checkbox"/> Guest / Visitor Parking	<input type="checkbox"/> On Street	<input type="checkbox"/> Underground Parking
<input type="checkbox"/> Detached	<input type="checkbox"/> Metered or Fee		
<b>Energy Saving Features</b>			
<input type="checkbox"/> Double Pane Windows	<input type="checkbox"/> Geothermal Energy Source	<input type="checkbox"/> Passive Solar	<input type="checkbox"/> Tankless Water Heater
<input type="checkbox"/> Energy Star Appliances	<input type="checkbox"/> Green/Resource Efficient Features	<input type="checkbox"/> Skylight(s)	<input type="checkbox"/> Thermostat Controller
<input type="checkbox"/> Energy Star HVAC	<input type="checkbox"/> None	<input type="checkbox"/> Solar Heating	<input type="checkbox"/> Triple Pane Windows
<input type="checkbox"/> Energy Star Lighting	<input type="checkbox"/> Other	<input type="checkbox"/> Solar Power	<input type="checkbox"/> Whole House Fan
<b>Exterior Amenities</b>			
<input type="checkbox"/> Back Yard	<input type="checkbox"/> Barbecue Area	<input type="checkbox"/> Storage Shed/Structure	<input type="checkbox"/> None
<input type="checkbox"/> Balcony/Patio	<input type="checkbox"/> Low Maintenance		
<b>Is there a Pool?*</b>			
<input type="checkbox"/> No	<input type="checkbox"/> Yes		
<b>Pool Features (if Pool is Yes)</b>			
<input type="checkbox"/> Above Ground	<input type="checkbox"/> Fenced	<input type="checkbox"/> In Ground	<input type="checkbox"/> Sauna or Steam Room
<input type="checkbox"/> Black Bottom	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Indoor	<input type="checkbox"/> Solar Cover
<input type="checkbox"/> Cabana/Dressing Room	<input type="checkbox"/> Gunitite	<input type="checkbox"/> Lap	<input type="checkbox"/> Spa/Hot Tub
<input type="checkbox"/> Community Facility	<input type="checkbox"/> Heated	<input type="checkbox"/> None	<input type="checkbox"/> Sport
<input type="checkbox"/> Cover	<input type="checkbox"/> Heated - Solar	<input type="checkbox"/> Pool/Spa Combo	<input type="checkbox"/> Sweep
<input type="checkbox"/> Other			
<b>View Description</b>			
<input type="checkbox"/> Bay	<input type="checkbox"/> Garden/Greenbelt	<input type="checkbox"/> Marina	<input type="checkbox"/> Orchard
<input type="checkbox"/> Bridge	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Mountains	<input type="checkbox"/> Other
<input type="checkbox"/> Canyon	<input type="checkbox"/> Hills	<input type="checkbox"/> None	<input type="checkbox"/> Park
<input type="checkbox"/> Downtown	<input type="checkbox"/> Lake	<input type="checkbox"/> Ocean	
<b>Community Info</b>			
<b>Is property in a Community?*</b>	If yes, Community Name:		# of Units in Community:
<b>Community Amenities</b>			
<input type="checkbox"/> Additional Storage	<input type="checkbox"/> Club House	<input type="checkbox"/> Exercise Course	<input type="checkbox"/> Playground
<input type="checkbox"/> Barbecue Area	<input type="checkbox"/> Common Utility Room	<input type="checkbox"/> Game Court (Indoor)	<input type="checkbox"/> Putting Green
<input type="checkbox"/> Basketball Court - Indoor Half	<input type="checkbox"/> Community Pool	<input type="checkbox"/> Game Court (Outdoor)	<input type="checkbox"/> Recreation Room
<input type="checkbox"/> Beach Rights	<input type="checkbox"/> Community Security Gate	<input type="checkbox"/> Garden/ Greenbelt/ Trails	<input type="checkbox"/> Roof Deck
<input type="checkbox"/> Billiard Room	<input type="checkbox"/> Community TV Antenna	<input type="checkbox"/> Golf Course	<input type="checkbox"/> RV/ Boat Storage
<input type="checkbox"/> Boat Dock	<input type="checkbox"/> Concierge	<input type="checkbox"/> Gym/ Exercise Facility	<input type="checkbox"/> Sauna/ Spa/ Hot Tub
<input type="checkbox"/> Bowling Alley	<input type="checkbox"/> Conference Facilities	<input type="checkbox"/> None	<input type="checkbox"/> Tennis Court/Facility
<input type="checkbox"/> Cabana	<input type="checkbox"/> Door Person	<input type="checkbox"/> Organized Activities	<input type="checkbox"/> Trash Chute
<input type="checkbox"/> Car Wash Area	<input type="checkbox"/> Elevator	<input type="checkbox"/> Other	

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Community Info (continued)		* indicates Required fields
<b>Community Restrictions</b>		
<input type="checkbox"/> None	<input type="checkbox"/> Pets - Cats Permitted	<input type="checkbox"/> Pets - Number Restrictions
<input type="checkbox"/> Other	<input type="checkbox"/> Pets - Dogs Permitted	<input type="checkbox"/> Retirement Community
<input type="checkbox"/> Pets - Allowed	<input type="checkbox"/> Pets - Not Allowed	<input type="checkbox"/> Senior Community
<input type="checkbox"/> Pets - Rules		
<b>Is there an HOA?*</b>	Yes / No	If yes, HOA Name & Phone: HOA Fee:
<b>Marketing &amp; Photos</b>		
Please email your photos <i>within 72 hours</i> to: <b>support@mlslistings.com</b> with the Address of the Property in the Subject Line		
Branded Virtual Tour URL:		
UnBranded Virtual Tour URL:		
Public Remarks (up to 500 characters):		
<b>Do you want this listing posted on Consumer Websites?*</b>	Allow VOW-IDX AVM?	Allow VOW-IDX Comments?
(Internet_Yes_No) <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Public Listing Address Format</b>		
<input type="checkbox"/> Show Full Address	<input type="checkbox"/> Show Street City Zip	<input type="checkbox"/> Show City Zip Only
<b>For Agents</b>		
<b>Cooperating Broker Commission:</b>	\$ or %	<b>Dual Variable?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Listing Service:</b>		
<input type="checkbox"/> Full Service	<input type="checkbox"/> Limited Service	<input type="checkbox"/> MLS Entry Only
<input type="checkbox"/> Restricted		
<b>Listing Type:</b>		
<input type="checkbox"/> Exclusive Agency	<input type="checkbox"/> Exclusive Right to Sell with Reservations	
<input type="checkbox"/> Exclusive Right to Sell	<input type="checkbox"/> Open	<input type="checkbox"/> Probate
Private Remarks (up to 1000 characters):		

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For Agents (continued)		* indicates Required fields
<b>Disclosure URL:</b>		
<b>Showing Contact Name:</b>	<b>Showing Contact Phone:</b>	<b>Gate Code (if any):</b>
<b>Showing Contact Type:</b>		
<input type="checkbox"/> Agent	<input type="checkbox"/> Manager	<input type="checkbox"/> Owner
<input type="checkbox"/> Tenant		
<b>Property is Occupied By*</b>		
<input type="checkbox"/> Vacant		
<input type="checkbox"/> Call Agent	<input type="checkbox"/> Manager	<input type="checkbox"/> Owner
<input type="checkbox"/> Tenant		
<b>Showing Instructions*</b>		
<input type="checkbox"/> 24-Hour Notice Required	<input type="checkbox"/> Do Not Disturb Occupants	<input type="checkbox"/> Lockbox
<input type="checkbox"/> None		
<input type="checkbox"/> Appointment Only	<input type="checkbox"/> Do Not Go Direct	<input type="checkbox"/> Lockbox Location - See Remarks
<input type="checkbox"/> Other		
<input type="checkbox"/> Call First	<input type="checkbox"/> Do Not Show	<input type="checkbox"/> Lockbox - None
<input type="checkbox"/> Pets-See Remarks		
<input type="checkbox"/> Call Listing Agent	<input type="checkbox"/> Gate Code - Call LA	<input type="checkbox"/> Lockbox - Other
<input type="checkbox"/> Restricted Hours		
<input type="checkbox"/> Call Manager	<input type="checkbox"/> Go Directly	<input type="checkbox"/> Lockbox - Supra iBox
<input type="checkbox"/> Security System		
<input type="checkbox"/> Call Owner	<input type="checkbox"/> Key in Listing Office	<input type="checkbox"/> Lockbox - Supra iBox Bluetooth
<input type="checkbox"/> See Remarks		
<input type="checkbox"/> Call Tenant	<input type="checkbox"/> LA Must Be Present	<input type="checkbox"/> No Sign
<input type="checkbox"/> Subject to Inspection		
<input type="checkbox"/> CBS Restricted - Call LA	<input type="checkbox"/> Leave Card	<input type="checkbox"/> NonDisclosure Required
Additional Showing Instructions:		
<b>Listing Contact Info</b>		
<b>Listing Agent First &amp; Last Name*</b>	<b>License #*</b>	<b>Phone*</b>
<b>Listing Agent Email*</b>		
<b>Listing Office Name*</b>	<b>List Office Code:</b>	<b>Office Phone*</b>
<b>Co-Listing Agent First &amp; Last Name (if applicable):</b>	<b>Co-Agent License #:</b>	<b>Co-Agent Phone:</b>
<b>Co-Listing Agent Email:</b>		
<b>Co-Listing Office Name:</b>	<b>Co-List Office Code:</b>	<b>Co-List Office Phone:</b>
<b>If Comp Only, Selling Agent First &amp; Last Name:</b>	<b>Selling Agent License #:</b>	<b>Selling Agent Phone:</b>
<b>Selling Agent Email:</b>		
<b>Selling Office Name:</b>	<b>Selling Office Code:</b>	<b>Selling Office Phone:</b>
<b>Signatures:</b> Broker hereby certifies that she/he has a valid written listing agreement pertaining to the above property executed by all of the sellers and which meets all the requirements of law including the California Civil Code Sections 1086 - 1090.		
Listing Agent's Signature	Date	Seller's Signature
		Date
Broker/Participant's Signature		Date
		Date