

RESIDENTIAL LEASE/RENTAL LISTING INPUT FORM

PROPERTY OVERVIEW * indicates Required fields

Property Type*			
<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			
Full Address*		County*	APN
City*	State*	Zip*	Lot Acres
Lot SqFt	# of Stories	Beds*	Full Baths*
Partial Baths	Building SqFt*	Year Built*	Zoning*
Land Use	MLS Area # or Code*	Elementary School District*	Elementary School Name
Middle School Name	High School District*	High School Name	Is property within City Limits?*
<input type="checkbox"/> Yes <input type="checkbox"/> No			
Is property in an incorporated area?*	Cross Street	Directions	
<input type="checkbox"/> Yes <input type="checkbox"/> No			

LISTING DETAILS

Listing Status*			
<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*
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Lease Terms*

Accepts Section 8
 Deposit Required
 Option to Renew
 Sublease
 Credit Report Required
 Month to Month
 Other Lease Terms

Rent Includes*

Association Fees
 Gardener
 Laundry Facilities
 Sewer
 Other
 Cable TV
 Gas
 Manager
 Trash Removal
 Electricity
 Heat
 Pool / Spa
 Water
 Furniture
 Hot Water
 Security Service
 None

INTERIOR FEATURES

Is there a fireplace?

Yes No

Accessibility

Bathroom Features
 Flashing Warnings
 Lower Light Switches
 Wide Halls / Doors (3 ft+)
 Elevator / Lift
 Grab Bars
 Parking
 None
 Flashing Doorbell Warning
 Kitchen Features
 Wheelchair Access
 Other

Communications

Audio / Video Prewired
 DSL
 Intercom
 Satellite Dish
 Other
 Cable TV
 Fiber Ready
 Networked
 None

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INTERIOR FEATURES <i>(continued)</i>					
Cooling*					
<input type="checkbox"/> Ceiling Fan	<input type="checkbox"/> Central AC	<input type="checkbox"/> Central Forced Air – Gas	<input type="checkbox"/> Multi-Zone	<input type="checkbox"/> None	<input type="checkbox"/> Other
Dining Room*					
<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			
Family Room*					
<input type="checkbox"/> Kitchen / Family Room Combo	<input type="checkbox"/> No Family Room	<input type="checkbox"/> Separate Family Room	<input type="checkbox"/> Other		
Flooring					
<input type="checkbox"/> Carpet	<input type="checkbox"/> Hardwood	<input type="checkbox"/> Slate	<input type="checkbox"/> Tile	<input type="checkbox"/> Vinyl / Linoleum	
<input type="checkbox"/> Concrete	<input type="checkbox"/> Laminate	<input type="checkbox"/> Stone	<input type="checkbox"/> Travertine	<input type="checkbox"/> Other	
<input type="checkbox"/> Granite	<input type="checkbox"/> Marble	<input type="checkbox"/> Sustainable Materials	<input type="checkbox"/> Unfinished		
Heating*					
<input type="checkbox"/> Central Forced Air	<input type="checkbox"/> Electric	<input type="checkbox"/> Forced Air	<input type="checkbox"/> Solar	<input type="checkbox"/> Space Heater	
<input type="checkbox"/> Central Forced Air – Gas	<input type="checkbox"/> Fireplace	<input type="checkbox"/> Gas	<input type="checkbox"/> Solar and Gas	<input type="checkbox"/> Wall Furnace	
<input type="checkbox"/> Common	<input type="checkbox"/> Floor Furnace	<input type="checkbox"/> No Heating	<input type="checkbox"/> Solar with Back-up	<input type="checkbox"/> Other	
Kitchen					
<input type="checkbox"/> Cooktop – Electric	<input type="checkbox"/> Freezer	<input type="checkbox"/> No Appliances	<input type="checkbox"/> Pantry	<input type="checkbox"/> None	
<input type="checkbox"/> Cooktop – Gas	<input type="checkbox"/> Island	<input type="checkbox"/> Oven – Electric	<input type="checkbox"/> Refrigerator		
<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Microwave	<input type="checkbox"/> Oven – Gas	<input type="checkbox"/> Wine Refrigerator		
Laundry					
<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	
Other Rooms					
<input type="checkbox"/> Artist Studio	<input type="checkbox"/> Attic	<input type="checkbox"/> Laundry Room	<input type="checkbox"/> Office Area	<input type="checkbox"/> Storage	
<input type="checkbox"/> Atrium	<input type="checkbox"/> Basement – Finished	<input type="checkbox"/> Loft	<input type="checkbox"/> Safe / Panic Room	<input type="checkbox"/> Other	
EXTERIOR FEATURES					
Is there a pool?*					
<input type="checkbox"/> Yes <input type="checkbox"/> No					
# Garage Spaces*		# Open Parking Spaces*			
Parking*					
<input type="checkbox"/> Assigned Spaces	<input type="checkbox"/> Detached Garage	<input type="checkbox"/> Guest / Visitor Parking	<input type="checkbox"/> No Parking	<input type="checkbox"/> Uncovered Parking	
<input type="checkbox"/> Assigned Garage	<input type="checkbox"/> Electric Car Hookup	<input type="checkbox"/> Metered or Fee	<input type="checkbox"/> On Street	<input type="checkbox"/> Underground Parking	
<input type="checkbox"/> Covered Parking	<input type="checkbox"/> Gate / Door Opener	<input type="checkbox"/> No Garage	<input type="checkbox"/> Parking Area		
Energy Saving					
<input type="checkbox"/> Double Pane Windows	<input type="checkbox"/> Geothermal Energy Source	<input type="checkbox"/> Solar Heating	<input type="checkbox"/> Triple Pane Windows		
<input type="checkbox"/> Energy Star Appliances	<input type="checkbox"/> Green Features	<input type="checkbox"/> Solar Power	<input type="checkbox"/> Whole House Fan		
<input type="checkbox"/> Energy Star HVAC	<input type="checkbox"/> Passive Solar	<input type="checkbox"/> Tankless Water Heater	<input type="checkbox"/> None		
<input type="checkbox"/> Energy Star Lighting	<input type="checkbox"/> Skylight	<input type="checkbox"/> Thermostat Controller	<input type="checkbox"/> Other		
View Description					
<input type="checkbox"/> Bay	<input type="checkbox"/> Garden / Greenbelt	<input type="checkbox"/> Lake	<input type="checkbox"/> Ocean	<input type="checkbox"/> River / Stream	
<input type="checkbox"/> Bridge	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Marina	<input type="checkbox"/> Orchard	<input type="checkbox"/> None	
<input type="checkbox"/> Canyon	<input type="checkbox"/> Hills	<input type="checkbox"/> Mountains	<input type="checkbox"/> Park	<input type="checkbox"/> Other	

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COMMUNITY INFO

Is property in a Community?* <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, Community Name	# of Units in Community
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Community Amenities				
<input type="checkbox"/> Additional Storage	<input type="checkbox"/> Cabana	<input type="checkbox"/> Concierge	<input type="checkbox"/> Garden / Greenbelt / Trails	<input type="checkbox"/> Roof Deck
<input type="checkbox"/> Basketball Court – Indoor Half	<input type="checkbox"/> Car Wash Area	<input type="checkbox"/> Conference Facilities	<input type="checkbox"/> Golf Course	<input type="checkbox"/> RV / Boat Storage
<input type="checkbox"/> BBQ Area	<input type="checkbox"/> Club House	<input type="checkbox"/> Door Person	<input type="checkbox"/> Gym / Exercise Facility	<input type="checkbox"/> Sauna / Spa / Hot Tub
<input type="checkbox"/> Beach Rights	<input type="checkbox"/> Common Utility Room	<input type="checkbox"/> Elevator	<input type="checkbox"/> Organized Activities	<input type="checkbox"/> Tennis Court Facility
<input type="checkbox"/> Billiard Room	<input type="checkbox"/> Community Pool	<input type="checkbox"/> Exercise Course	<input type="checkbox"/> Playground	<input type="checkbox"/> Trash Chute
<input type="checkbox"/> Boat Dock	<input type="checkbox"/> Community Security Gate	<input type="checkbox"/> Game Court (Indoor)	<input type="checkbox"/> Putting Green	<input type="checkbox"/> None
<input type="checkbox"/> Bowling Alley	<input type="checkbox"/> Community TV Antenna	<input type="checkbox"/> Game Court (Outdoor)	<input type="checkbox"/> Recreation Room	<input type="checkbox"/> Other

Community Restrictions*			
<input type="checkbox"/> Family Park	<input type="checkbox"/> Pets – Dogs Permitted	<input type="checkbox"/> Pets – Other	<input type="checkbox"/> Senior Community
<input type="checkbox"/> Pets – Allowed	<input type="checkbox"/> Pets – Not Allowed	<input type="checkbox"/> Pets – Rules	<input type="checkbox"/> None
<input type="checkbox"/> Pets – Cats Permitted	<input type="checkbox"/> Pets – Number Restrictions	<input type="checkbox"/> Retirement Community	<input type="checkbox"/> Other

Is there an HOA?* <input type="checkbox"/> Yes <input type="checkbox"/> No
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MARKETING & PHOTOS

Please email your photos within 72 hours to support@mlslistings with the address of the property in the Subject Line

Branded Virtual Tour URL	Unbranded Virtual Tour URL
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Public Remarks *(up to 1,000 Characters)*

Do you want this listing posted on Consumer Websites?* <input type="checkbox"/> Yes <input type="checkbox"/> No	Allow VOW-IDX-AVM?* <input type="checkbox"/> Yes <input type="checkbox"/> No	Allow VOW-IDX Comments?* <input type="checkbox"/> Yes <input type="checkbox"/> No
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Public Listing Address Format*		
<input type="checkbox"/> Show Full Address	<input type="checkbox"/> Show Street City Zip	<input type="checkbox"/> Show City Zip Only

FOR AGENTS * indicates Required fields

Cooperating Broker Commission* _____ \$ or %
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Private Remarks *(up to 1,000 Characters)*

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FOR AGENTS * indicates Required fields

Listing Service

Full Service
 Limited Service
 MLS Entry Only
 Restricted

Listing Type*

Exclusive Agency
 Exclusive Right to Sell
 Open
 Exclusive Right to Lease (ER)
 Exclusive Right to Sell with Reservations
 Probate

Disclosure URL

Showing Contact Type

Call Agent
 Manager
 Owner
 Tenant
 Vacant

Showing Contact Name	Showing Contact Phone	Gate Code (if any)
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Showing Instructions*

<input type="checkbox"/> 24-Hour Notice Required	<input type="checkbox"/> Do Not Disturb Occupants	<input type="checkbox"/> Lockbox	<input type="checkbox"/> Pets – See Remarks
<input type="checkbox"/> Appointment Only	<input type="checkbox"/> Do Not Go Direct	<input type="checkbox"/> Lockbox Location – See Remarks	<input type="checkbox"/> Restricted Hours
<input type="checkbox"/> Call First	<input type="checkbox"/> Do Not Show	<input type="checkbox"/> Lockbox – Supra iBox	<input type="checkbox"/> Security System
<input type="checkbox"/> Call Listing Agent	<input type="checkbox"/> Gate Code – Call LA	<input type="checkbox"/> Lockbox – Supra iBox Bluetooth (iPhone requires additional device)	<input type="checkbox"/> See Remarks
<input type="checkbox"/> Call Manager	<input type="checkbox"/> Go Directly	<input type="checkbox"/> Lockbox – Supra iBox Bluetooth LE	<input type="checkbox"/> Subject to Inspection
<input type="checkbox"/> Call Owner	<input type="checkbox"/> Key in Listing Office	<input type="checkbox"/> No Sign	<input type="checkbox"/> None
<input type="checkbox"/> Call Tenant	<input type="checkbox"/> LA Must Be Present	<input type="checkbox"/> Non-Disclosure Required	<input type="checkbox"/> Other
<input type="checkbox"/> CBS Restricted – Call LA	<input type="checkbox"/> Leave Card		

Additional Showing Instructions (up to 150 Characters)

LISTING CONTACT INFO * indicates Required fields

Listing Agent Full Name*	License #	Phone*	Listing Agent Email*
Listing Office Name*	List Office Code	Office Phone*	
Co-Listing Agent Full Name (if applicable)	Co-Agent License #	Co-Agent Phone	Co-Agent Email
Co-Listing Office Name	Co-List Office Code	Co-List Office Phone	
If Comp Only, Selling Agent Full Name*	Selling Agent License #	Selling Agent Phone	Selling Agent Email
Selling Office Name	Selling Office Code	Selling Office Phone	
Co-Selling Agent Full Name	Co-Selling Agent Office Name		

SIGNATURES

Broker hereby certifies that she/he has a valid written 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 Section 1086-1090.

Listing Agent's Signature	Date	Seller's Signature	Date
Broker/Participant's Signature	Date	Seller's Signature	Date