

RESIDENTIAL / CONDO LISTING FORM



* Required Fields

SUPPORT@REALCOMP.COM • FAX: (248) 699-0331 • PHONE: (866) 553-3430

MLS # _____

AGENT/OFFICE

* LIST AGENT ID # _____ * AGENT PHONE _____
 * LIST OFFICE ID # _____
 * CONTACT NAME _____ * CONTACT PHONE _____
 CO-LISTER ID# _____ CO-LISTER PHONE _____

PRICE & OWNERSHIP

* ☐ SINGLE FAMILY RESIDENTIAL ☐ CONDOMINIUM * ☐ FOR SALE (Use the RS/Condo Lease form for lease listings)
 * ACCESS Maximum 1 choice * OWNERSHIP Maximum 1 choice
☐ APPOINTMENT ☐ BANK OWNED
☐ APPOINTMENT/KEY ☐ CORPORATE/RELO.
☐ APPOINTMENT/LOCKBOX ☐ FANNIE MAE/FREDDIE MAC
☐ KEY ☐ GOVERNMENT
☐ LOCKBOX ☐ PRIVATE
☐ SEE REMARKS
 * LIST PRICE \$ _____
 * IS THIS A SHORT SALE? _____ YES _____ NO
 * IS A HOME WARRANTY OFFERED? _____ YES _____ NO
 * POSSESSION _____

PUBLIC RECORD AND ADDRESS

* COUNTY _____ * PROPERTY ID _____ * AREA # _____
 * ADDRESS _____
 * STREET # _____ ST DIR _____ * STREET NAME _____ STREET TYPE _____ POST DIR _____ SIDE OF STREET _____
 UNIT/SUITE # _____ (condo only) BUILDING # _____ (condo only)
☐ CITY
☐ VILLAGE _____ * MUNICIPALITY NAME _____ * MAILING CITY NAME _____ * STATE _____ * ZIP CODE _____ ZIP + 4 _____
☐ TOWNSHIP _____
☐ NORTH _____ * NORTH/SOUTH CROSS STREET _____ * EAST _____
☐ SOUTH _____ * WEST _____ * EAST/WEST CROSS STREET _____
 * DIRECTIONS _____
 * LEGAL DESCRIPTION _____
 * TAXES _____ * SUMMER TAXES _____ * WINTER TAXES _____ SPECIAL ASSESSMENT AMOUNT AND REASON _____ * ARE TAXES HOMESTEAD? _____ YES _____ NO
 SUBDIVISION _____ * SCHOOL DISTRICT _____

LOT AND LAND INFORMATION

* LOT DIMENSIONS _____ FRONT X LEFT X BACK X RIGHT X OTHER (residential only) ROAD FRONTAGE FEET _____ (residential only) ACRES _____ (residential only)
 * ROAD No maximum
☐ GRAVEL
☐ PAVED
☐ PRIVATE
☐ PUBLIC SIDEWALK
 * WATER Maximum 2 choices
☐ 3RD PARTY/ UNKNOWN
☐ COMMUNITY
☐ MUNICIPAL WATER
☐ WATER AT STREET
☐ WELL-EXISTING
☐ OTHER/NONE
 * SEWER Maximum 2 choices
☐ 3RD PARTY/ UNKNOWN
☐ COMMON SEPTIC
☐ SEPTIC-EXISTING
☐ SEWER AT STREET
☐ SEWER-SANITARY
 WATER FACILITIES Maximum 3 choices
☐ CANAL FRONTAGE
☐ CREEK
☐ LAKE FRONTAGE
☐ LAKE/RIVER PRIV.
☐ POND
☐ RIVER FRONTAGE
 WATER FEATURES No maximum
☐ ALL SPORTS LAKE
☐ BOAT FACILITIES
☐ DOCK FACILITIES
☐ SEA WALL
☐ SWIM ASSOC.
 CONSTRUCTION FEAT. No maximum
☐ CONSTRUCTION TO START UPON SALE
☐ MODEL FOR SALE
☐ MODEL NOT FOR SALE
☐ NEW CONSTRUCTION
☐ PERMIT READY
☐ PLATTED SUB
☐ QUICK DELIVERY HOME
☐ SITE CONDO (res only)
 SITE DESCRIPTION No maximum
☐ 55+ COMMUNITY
☐ CERTIFIED WILDLIFE LANDSCAPE
☐ CORNER LOT
☐ EASEMENT
☐ FARM (res only)
☐ GATED COMMUNITY
☐ GOLF COMMUNITY
☐ GOLF FRONTAGE
☐ HILLY-RAVINE
☐ IRREGULAR
☐ LAKE VIEW
☐ LEVEL
☐ MOBILE HOME PARK
☐ NATIVE PLANTS
☐ NORTH WINDBREAKS
☐ SOUTH/WEST SHADING
☐ SPLITS AVAILABLE
☐ VACATION HOME
☐ VEGETATED SWALE
☐ WETLAND/SWAMP
☐ WOODED
 BODY OF WATER NAME _____
 WATER FRONTAGE FEET _____
 % WOODED _____ % TILED _____
 % TILLABLE _____ SOIL TYPE _____

RESIDENTIAL / CONDO LISTING FORM CONTINUED

ADDRESS REQUIRED _____

*YEAR BUILT _____ YEAR REMODELED _____ *APPROX. ABOVE GRADE SQUARE FEET _____ *SOURCE BLDG SQ FT _____
No basement sq ft

*ARCHITECTURE STYLE

- No maximum
- ☐ 1/2 DUPLEX (condo only)
 - ☐ 1/2 DUPLEX W/LAND (res only)
 - ☐ BUNGALOW
 - ☐ CAPE COD
 - ☐ COLONIAL
 - ☐ COMMON ENTRY BUILDING (condo only)
 - ☐ CONTEMPORARY
 - ☐ END UNIT (condo only)
 - ☐ FARMHOUSE (res only)
 - ☐ FREE STANDING/DETACHED (condo only)
 - ☐ HIGH RISE (condo only)
 - ☐ HISTORIC
 - ☐ LOFT
 - ☐ MANUFACTURED WITHOUT LAND (res only)
 - ☐ MANUFACTURED WITH LAND (res only)
 - ☐ MODULAR HOME (res only)
 - ☐ RAISED RANCH
 - ☐ RANCH
 - ☐ STUDIO (condo only)
 - ☐ TOWNHOUSE
 - ☐ TUDOR
 - ☐ VICTORIAN
 - ☐ OTHER

*ARCHITECTURE LEVEL

- Maximum 1 choice
- ☐ 1 STORY
 - ☐ 1-STORY GROUND (condo only)
 - ☐ 1 STORY UP (raised ranch and condo only)
 - ☐ 1-1/2 STORY
 - ☐ 2 STORY
 - ☐ 3 STORY
 - ☐ BI-LEVEL
 - ☐ TRI-LEVEL
 - ☐ QUAD-LEVEL
 - ☐ SPLIT-LEVEL

OUT BUILDINGS (res only)

- No maximum
- ☐ ARENA
 - ☐ BROODER HOUSE
 - ☐ DAIRY BARN
 - ☐ HAY BARN
 - ☐ HORSE BARN
 - ☐ KENNEL
 - ☐ POLE BARN
 - ☐ SHED
 - ☐ SILO

*EXTERIOR

- No maximum
- ☐ ALUMINUM
 - ☐ ASBESTOS
 - ☐ ASPHALT
 - ☐ BLOCK/CONCRETE/ MASONRY
 - ☐ BRICK
 - ☐ BRICK SIDING
 - ☐ CEDAR
 - ☐ COMPOSITION
 - ☐ LOG/LOG FACED
 - ☐ STONE
 - ☐ STUCCO/EIFS
 - ☐ VINYL
 - ☐ WOOD
 - ☐ OTHER

*GARAGE SIZE

- Maximum 2 choices
- ☐ 1 CAR
 - ☐ 2 CAR
 - ☐ 3 CAR
 - ☐ 4 CAR
 - ☐ 5 CAR
 - ☐ 6 OR MORE
 - ☐ NO GARAGE

GARAGE DIMENSIONS _____ X _____

EXTERIOR FEATURES

- No maximum
- ☐ AWNINGS/OVERHANG(S)
 - ☐ BBQ GRILL
 - ☐ CABANA
 - ☐ CHIMNEY CAP(S)
 - ☐ CLUB HOUSE
 - ☐ DISABLED ACCESS
 - ☐ ENERGY STAR® QUALIFIED SKYLIGHTS
 - ☐ ENERGY STAR® QUALIFIED SOLAR LIGHT TUBES
 - ☐ FENCED
 - ☐ GATE HOUSE
 - ☐ GAZEBO
 - ☐ GRAY WATER SYSTEM
 - ☐ GROUNDS MAINTENANCE
 - ☐ GUTTER GUARD SYSTEM
 - ☐ OUTSIDE LIGHTING
 - ☐ PERMEABLE PAVING
 - ☐ POOL-ABOVE GROUND
 - ☐ POOL-COMMON
 - ☐ POOL-INGROUND
 - ☐ PRIVATE ENTRY (condo only)
 - ☐ RAIN BARREL/CISTERN
 - ☐ SATELLITE DISH
 - ☐ SECURITY PATROL
 - ☐ SPA/HOT TUB
 - ☐ SPRINKLER(S)
 - ☐ TENNIS COURT
 - ☐ USED WATER SENSE® IRRIGATION PARTNER
 - ☐ WATER-SMART LANDSCAPING
 - ☐ WATERSENSE® LABELED IRRIGATION CONTROLLER

ROOF MATERIAL

- No maximum
- ☐ ASPHALT
 - ☐ BUILT-UP
 - ☐ CEDAR/WOOD
 - ☐ COMPOSITION
 - ☐ ENERGY STAR® QUALIFIED SHINGLES
 - ☐ GREEN ROOF
 - ☐ METAL
 - ☐ RUBBER
 - ☐ SLATE
 - ☐ TILE
 - ☐ WHITE ROOF
 - ☐ OTHER

PORCH TYPE

- No maximum
- ☐ BALCONY
 - ☐ BREEZEWAY
 - ☐ DECK
 - ☐ PATIO
 - ☐ PORCH
 - ☐ PORCH-COVERED
 - ☐ PORCH-ENCLOSED
 - ☐ TERRACE

GARAGE FEATURES

- No maximum
- ☐ 1 ASSIGNED SPACE
 - ☐ 2+ ASSIGNED SPACES
 - ☐ ATTACHED
 - ☐ BASEMENT ACCESS
 - ☐ CARPORT
 - ☐ DETACHED
 - ☐ DIRECT ACCESS
 - ☐ DOOR OPENER
 - ☐ ELECTRICITY
 - ☐ HEATED
 - ☐ LIFT
 - ☐ SECOND GARAGE
 - ☐ SIDE ENTRANCE
 - ☐ TANDEM
 - ☐ WORKSHOP

BUILDING AND EXTERIOR

RESIDENTIAL / CONDO LISTING FORM CONTINUED

ADDRESS REQUIRED

COOLING

Maximum 4 choices

- ☐ ATTIC FAN
- ☐ CEILING FAN
- ☐ CEILING FANS 2+
- ☐ CENTRAL AIR
- ☐ CHILLER COOLING
- ☐ ENERGY STAR® QUALIFIED A/C EQUIPMENT
- ☐ ENERGY STAR® QUALIFIED CEILING FAN(S)
- ☐ ENERGY STAR® / ACCA® RSI QUALIFIED INSTALLATION
- ☐ EVAPORATIVE COOLING
- ☐ HEAT PUMP
- ☐ WALL UNIT
- ☐ WALL UNITS 2+
- ☐ WINDOW UNIT
- ☐ WINDOW UNITS 2+

*HEATING

Maximum 4 choices

- ☐ BASEBOARD
- ☐ ENERGY STAR® QUALIFIED FURNACE EQUIPMENT
- ☐ ENERGY STAR® / ACCA® RSI QUALIFIED INSTALLATION
- ☐ FORCED AIR
- ☐ GRAVITY
- ☐ HEAT PUMP
- ☐ HIGH EFFICIENCY SEALED CUMBUSTION
- ☐ HOT WATER
- ☐ RADIANT
- ☐ SPACE HEATER
- ☐ STEAM
- ☐ WALL/FLOOR FURNACE
- ☐ ZONED
- ☐ OTHER

*HEATING FUEL TYPE

Maximum 2 choices

- ☐ COAL
- ☐ ELECTRIC
- ☐ GEO-THERMAL
- ☐ HEAT PUMP
- ☐ LP GAS
- ☐ NATURAL GAS
- ☐ OIL
- ☐ PROPANE
- ☐ SOLAR
- ☐ WOOD

INTERIOR FEATURES

No maximum

- ☐ AIR CLEANER
- ☐ CABLE AVAILABLE
- ☐ CARBON MONOXIDE ALARM(S)
- ☐ CENTRAL VACUUM
- ☐ DISABLED FAC.
- ☐ DUAL-FLUSH TOILET(S)
- ☐ ELEVATOR/LIFT
- ☐ ENERGY STAR® QUALIFIED DOOR(S)
- ☐ ENERGY STAR® QUALIFIED EXHAUST FAN(S)
- ☐ ENERGY STAR® QUALIFIED LIGHT FIXTURE(S)
- ☐ ENERGY STAR® QUALIFIED WINDOW(S)
- ☐ FURNISHED
- ☐ HIGH SPD INTERNET AVAIL.
- ☐ HOME ENERGY MANAGEMENT SYSTEM
- ☐ HUMIDIFIER
- ☐ INDOOR POOL
- ☐ INTERCOM
- ☐ JETTED TUB
- ☐ PETS ALLOWED
- ☐ PROGRAMMABLE THERMOSTAT
- ☐ SECURITY ALARM (OWNED)
- ☐ SECURITY ALARM (RENTED)
- ☐ SOUND SYSTEM
- ☐ SPA/HOT TUB
- ☐ SUMP PUMP
- ☐ UTILITY SMART METER
- ☐ WATER SOFTENER (OWNED)
- ☐ WATER SOFTENER (RENTED)
- ☐ WATERSENSE® LABELED BATHROOM FAUCET(S)
- ☐ WATERSENSE® LABELED SHOWERHEAD(S)
- ☐ WATERSENSE® LABELED TOILET(S)
- ☐ WET BAR
- ☐ OTHER

WATER HEATER

Maximum 2 choices

- ☐ COMMON(condo only)
- ☐ ELECTRIC
- ☐ ENERGY STAR® QUALIFIED WATER HEATER
- ☐ GEO-THERMAL
- ☐ HEAT PUMP
- ☐ HIGH-EFFICIENCY/SEALED WATER HEATER
- ☐ LP GAS
- ☐ NATURAL GAS
- ☐ OIL
- ☐ PROPANE
- ☐ SOLAR
- ☐ TANKLESS

APPLIANCES

No maximum

- ☐ BAR FRIDGE
- ☐ DISHWASHER
- ☐ DISPOSAL
- ☐ DRYER
- ☐ ENERGY STAR® QUALIFIED DISHWASHER
- ☐ ENERGY STAR® QUALIFIED FREEZER
- ☐ ENERGY STAR® QUALIFIED REFRIGERATOR
- ☐ FREEZER
- ☐ MICROWAVE
- ☐ REFRIGERATOR
- ☐ STOVE
- ☐ TRASH COMPACTOR
- ☐ WASHING MACHINE
- ☐ OTHER

FIREPLACE LOCATION

No maximum

- ☐ BASEMENT
- ☐ DINING ROOM
- ☐ FAMILY ROOM
- ☐ GREAT ROOM
- ☐ LIVING ROOM
- ☐ MASTER BEDROOM
- ☐ OTHER

FIREPLACE FEATURES

No maximum

- ☐ EPA CERTIFIED WOOD STOVE
- ☐ EPA QUALIFIED FIREPLACE
- ☐ GAS
- ☐ NATURAL
- ☐ WOOD STOVE
- ☐ OTHER

ARE THERE EXCLUSIONS?

____ YES

____ NO

RESIDENTIAL / CONDO LISTING FORM CONTINUED

ADDRESS REQUIRED _____

FOUNDATION	* FOUNDATION MATERIAL No maximum <input type="checkbox"/> BLOCK <input type="checkbox"/> BRICK <input type="checkbox"/> POURED <input type="checkbox"/> STONE <input type="checkbox"/> WOOD <input type="checkbox"/> OTHER		* FOUNDATION Maximum 2 choices <input type="checkbox"/> BASEMENT <input type="checkbox"/> CRAWL <input type="checkbox"/> MICHIGAN BASEMENT (res only) <input type="checkbox"/> POST AND PIERS <input type="checkbox"/> SLAB		EST. BASEMENT SQUARE FEET Required if basement is selected _____ EST. FINISHED BASEMENT SQ FT Required if the basement is finished or partially finished _____		BASEMENT DESCRIPTION Maximum 3 choices <input type="checkbox"/> COMMON (condo only) <input type="checkbox"/> DAYLIGHT <input type="checkbox"/> FINISHED <input type="checkbox"/> INTERIOR ACCESS ONLY <input type="checkbox"/> PARTIALLY FINISHED <input type="checkbox"/> PRIVATE (condo only) <input type="checkbox"/> UNFINISHED <input type="checkbox"/> WALKOUT ACCESS <input type="checkbox"/> WALK-UP ACCESS	
	* TOTAL BEDROOMS _____		* FULL BATHS _____		* TOTAL LAVS _____		* Total bedrooms, baths and lavs must match the room dimensions and levels below.	
LEVEL OPTIONS: (E) ENTRY, (U) UPPER, (L) LOWER								
FLOOR COVERINGS: (Maximum 1 choice) Carpet, Ceramic, Concrete, Granite, Laminate, Linoleum, Marble, Slate, Vinyl, Wood, Other								
ROOMS	* BEDROOMS							
		* DIMENSIONS	* LEVEL	PRIMARY FLOOR COVERING		* DIMENSIONS	* LEVEL	PRIMARY FLOOR COVERING
	* BEDRM MASTER	_____ x _____	_____	_____	BEDROOM	_____ x _____	_____	_____
	BEDROOM	_____ x _____	_____	_____	BEDROOM	_____ x _____	_____	_____
	BEDROOM	_____ x _____	_____	_____	BEDROOM	_____ x _____	_____	_____
	BEDROOM	_____ x _____	_____	_____	BEDROOM	_____ x _____	_____	_____
	BEDROOM	_____ x _____	_____	_____	BEDROOM	_____ x _____	_____	_____
	* BATHROOMS							
	* BATHROOM FULL	_____ x _____	_____	_____	BATH MASTER LAV	_____ x _____	_____	_____
	BATHRM MASTER	_____ x _____	_____	_____	BATHROOM LAV	_____ x _____	_____	_____
	DUAL ENTRY FULL	_____ x _____	_____	_____	DUAL ENTRY LAV	_____ x _____	_____	_____
	BATHROOM FULL	_____ x _____	_____	_____	BATHROOM LAV	_____ x _____	_____	_____
	BATHROOM FULL	_____ x _____	_____	_____	BATHROOM LAV	_____ x _____	_____	_____
	BATHROOM FULL	_____ x _____	_____	_____	BATHROOM LAV	_____ x _____	_____	_____
	BATHROOM FULL	_____ x _____	_____	_____	BATHROOM LAV	_____ x _____	_____	_____
	* OTHER ROOMS							
	* KITCHEN	_____ x _____	_____	_____	BUTLER'S PANTRY	_____ x _____	_____	_____
	DINING ROOM	_____ x _____	_____	_____	MUD ROOM	_____ x _____	_____	_____
	BREAKFAST ROOM/NOOK	_____ x _____	_____	_____	LIBRARY	_____ x _____	_____	_____
	LIVING ROOM	_____ x _____	_____	_____	LOFT	_____ x _____	_____	_____
	GREAT ROOM	_____ x _____	_____	_____	IN-LAW QUARTERS	_____ x _____	_____	_____
	FAMILY ROOM	_____ x _____	_____	_____	2ND KITCHEN	_____ x _____	_____	_____
	LAUNDRY AREA/ROOM	_____ x _____	_____	_____	HOME THEATER	_____ x _____	_____	_____
	FLORIDA ROOM	_____ x _____	_____	_____	REC ROOM	_____ x _____	_____	_____
					OTHER	_____ x _____	_____	_____

RESIDENTIAL / CONDO LISTING FORM CONTINUED

ADDRESS REQUIRED _____

ASSOCIATION

*ASSOCIATION FEE? ____YES ____NO

ASSOC. CONTACT/WEBSITE _____

ASSOCIATION FEE \$ _____

ASSOC. PHONE #/EMAIL _____

***ASSOCIATION FEE PERIOD**

Maximum 1 choice (required if association fee is entered)

- ☐ ANNUAL ☐ QUARTERLY
☐ MONTHLY ☐ SEMI-ANNUAL
☐ OPTIONAL

WORKING CAPITAL \$ _____

RESTRICTIONS? ____YES ____NO

TERMS AND COMPENSATION

*LIST DATE ____/____/____

*EXPIRATION DATE ____/____/____

*PROTECTION PERIOD _____

***SUB AGENCY**

- ☐ YES
☐ NO *AMOUNT (\$/%) _____

***BUYER AGENCY**

- ☐ YES
☐ NO *AMOUNT (\$/%) _____

***TRANSACTION COORDINATOR**

- ☐ YES
☐ NO *AMOUNT (\$/%) _____

COMPENSATION ARRANGEMENT

Maximum 3 choices

- ☐ BONUS
☐ DUAL
☐ EXCLUDED PARTIES
☐ VARIABLE

***LISTING TYPE**

Maximum 1 choice

- ☐ EXCLUSIVE RIGHT TO SELL
☐ EXCLUSIVE AGENCY

***LEVEL OF SERVICE**

Maximum 1 choice

- ☐ FULL SERVICE
☐ LIMITED SERVICE
☐ MLS ENTRY ONLY

***SERVICES OFFERED**

If Limited Service, check at least one

- ☐ ARRANGE APPOINTMENTS
☐ ACCEPT/PRESENT OFFERS
☐ ADVISE ON OFFERS
☐ ASSIST W/COUNTEROFFERS
☐ NEGOTIATE FOR SELLER

***TERMS OFFERED**

No maximum

- ☐ ASSUMP-LENDER APP. ☐ FHA 203K
☐ AUCTION ☐ LAND CONTRACT
☐ CASH ☐ PUR. MONEY MORTGAGE
☐ CO-OPERATIVE ☐ QUIT CLAIM DEED
 (condo only) ☐ RURAL DEVELOPMENT
☐ CONV BLEND RT ☐ SIMPLE ASSUMPTION
☐ CONVENTIONAL ☐ TRADE/EXCHANGE
☐ COVENANT DEED ☐ VA
☐ FHA ☐ WARRANTY DEED

LAND CONTRACT

DOWN PAYMENT \$ _____

INTEREST _____ %

MONTHLY PAYMENT \$ _____

TERM (# of months) _____

PUBLIC REMARKS:

REMARKS

AGENT ONLY REMARKS:

"THE PROFILE SHEET IS AN INTEGRAL PART OF A LEGAL CONTRACT. BY SIGNING BELOW, I CERTIFY THAT A CONTRACT HAS BEEN EXECUTED ON THE SUBJECT PROPERTY AUTHORIZING DISSEMINATION TO AUTHORIZED MLS PARTICIPANTS."

☐ *SIGNATURES ON FILE

LISTING OFFICE NAME

X _____ / /
 *OWNER'S SIGNATURE DATE

X _____ / /
 *AGENT'S SIGNATURE DATE

X _____ / /
 OWNER'S SIGNATURE DATE