



CONDO-1
CTMLS, Inc.
Condominium Data Input Form



Fields In Bold are Required

MLS Number (System Assigned):
Street #:
Unit#:
Lease Option:
Zip Code:
List Date:
Year Built:
New Construction:
LL Fee/MO:
Prop Mgt Co:
Complex Management:
Easements/Right of Way:
Owner Name:
Assessed Value:
Taxes:
Deed Volume Number:

Listing Office Information

Listing Agent ID:
Showing Instructions:
Listing Type Description:
Virtual Tour:
Internet:
Internet Remarks:
Realtor.com
Buyer Broker:
Dual Variable Commission:
Display Property Address:
Buyer Broker Type:
Listing Type:

Schools

Elementary School:
Middle School:
Junior High School:
Senior High School:

General Information

Approx. #Units:
Square Feet:
Style:
Type:
Gated Community:
Active Adult 55+ Community:
Exterior Siding:
Rooms:
Basement:
Attic:
#Beds:
#Garage(s):
Parking Spaces:
Flooring:
Baths:
Condo Converted Unit:
Square Footage Source:
Levels:
Basement Finish Info:
Parking type:
#Fireplaces:

Remarks:

(Up to 255 Characters)

CONDO-3

Additional Features (continued)

<p>Amenities Included: (Select One)</p> <p><input type="checkbox"/> BASKT <input type="checkbox"/> CLUB <input type="checkbox"/> EXCER <input type="checkbox"/> GARDN <input type="checkbox"/> GOLF <input type="checkbox"/> GSTPK <input type="checkbox"/> HANDB <input type="checkbox"/> LAKE <input type="checkbox"/> PADDL <input type="checkbox"/> PUTT <input type="checkbox"/> RACQ <input type="checkbox"/> STABL <input type="checkbox"/> TENIS <input type="checkbox"/> TOT <input type="checkbox"/> TRAIL</p> <p>HOA Fee Includes: (Up to Eight)</p> <p><input type="checkbox"/> CAIR <input type="checkbox"/> GRNDS <input type="checkbox"/> HEAT <input type="checkbox"/> HOTW <input type="checkbox"/> INSUR <input type="checkbox"/> MGMT <input type="checkbox"/> OTHER <input type="checkbox"/> SECUR <input type="checkbox"/> SNOW <input type="checkbox"/> TAXES <input type="checkbox"/> TRASH <input type="checkbox"/> WATER</p>	<p>Pets Allowed: <input type="checkbox"/> Y <input type="checkbox"/> N</p> <p>Miscellaneous Feature: (Up to Two)</p> <p><input type="checkbox"/> BUS <input type="checkbox"/> CMBUS <input type="checkbox"/> PRIVREC <input type="checkbox"/> PRIVSC <input type="checkbox"/> PROUSE <input type="checkbox"/> PRVTRSH <input type="checkbox"/> PUBREC <input type="checkbox"/> PUBTRSH</p> <p>Complex Restrictions: (Up to Two)</p> <p><input type="checkbox"/> ALTER <input type="checkbox"/> BOATS <input type="checkbox"/> PET <input type="checkbox"/> RENT <input type="checkbox"/> TRAIL <input type="checkbox"/> TRUCK <input type="checkbox"/> NONE <input type="checkbox"/> OTHER</p>	<p>Waterfront: <input type="checkbox"/> Y <input type="checkbox"/> N</p> <p>Waterfront Description: (Up to Six)</p> <p><input type="checkbox"/> ACC <input type="checkbox"/> ASCM <input type="checkbox"/> ASCO <input type="checkbox"/> BCH <input type="checkbox"/> BCHR <input type="checkbox"/> BRK <input type="checkbox"/> DCK <input type="checkbox"/> FRTG <input type="checkbox"/> HBR <input type="checkbox"/> LAKE <input type="checkbox"/> MOOR <input type="checkbox"/> OCN <input type="checkbox"/> POND <input type="checkbox"/> RIV <input type="checkbox"/> SND <input type="checkbox"/> VIEW <input type="checkbox"/> WLKT</p> <p>Cable TV Available: <input type="checkbox"/> Y <input type="checkbox"/> N</p> <p>Pool: <input type="checkbox"/> Y <input type="checkbox"/> N</p>
--	---	--

UTILITES/ENERGY FEATURES

<p>Heat Type: (Up to Two)</p> <p><input type="checkbox"/> BASE <input type="checkbox"/> HPUMP <input type="checkbox"/> HYDRO <input type="checkbox"/> NONE <input type="checkbox"/> OTHER <input type="checkbox"/> RADNT <input type="checkbox"/> RADTR <input type="checkbox"/> SPACE <input type="checkbox"/> STEAM <input type="checkbox"/> STOVE <input type="checkbox"/> WAIR</p> <p>Annual Heat Cost: \$ _ _ _ _ _ _ _ </p> <p>Fuel Type: (Up to Two)</p> <p><input type="checkbox"/> ABVGR <input type="checkbox"/> COAL <input type="checkbox"/> ELEC <input type="checkbox"/> GAS <input type="checkbox"/> GEOTH <input type="checkbox"/> INGRD <input type="checkbox"/> NONE <input type="checkbox"/> OIL <input type="checkbox"/> PROPN <input type="checkbox"/> SOLAR <input type="checkbox"/> WOOD</p>	<p>Hot Water Source: (Select One)</p> <p><input type="checkbox"/> DOM <input type="checkbox"/> ELEC <input type="checkbox"/> GAS <input type="checkbox"/> NONE <input type="checkbox"/> PROPN <input type="checkbox"/> OTHER <input type="checkbox"/> OIL <input type="checkbox"/> SOLAR</p> <p>Hot Water Heater: <input type="checkbox"/> OWN <input type="checkbox"/> RENT</p> <p>Annual Fuel Costs: \$ _ _ _ _ _ _ _ </p> <p>Cooling System Type: (Select One)</p> <p><input type="checkbox"/> CAIR <input type="checkbox"/> COMBO <input type="checkbox"/> INDV <input type="checkbox"/> NONE <input type="checkbox"/> OTHER</p> <p>Water Source: (Up to Two)</p> <p><input type="checkbox"/> NONE <input type="checkbox"/> PUBAV <input type="checkbox"/> PUBCT <input type="checkbox"/> SHWEL <input type="checkbox"/> SPRING <input type="checkbox"/> WELL</p>	<p>Sewage System: (Up to Two)</p> <p><input type="checkbox"/> NONE <input type="checkbox"/> OTHER <input type="checkbox"/> PUBAV <input type="checkbox"/> PUBCT <input type="checkbox"/> SEPTC <input type="checkbox"/> SHSEP <input type="checkbox"/> UNKNW</p> <p>Energy Features: (Up to Two)</p> <p><input type="checkbox"/> ATFAN <input type="checkbox"/> MZHET <input type="checkbox"/> SOLRM <input type="checkbox"/> STOVE <input type="checkbox"/> TIMER</p> <p>Electrical: <input type="checkbox"/> CRBRK <input type="checkbox"/> FUSES</p> <p>Amps: _ _ _ _ _ </p> <p>Water/Sewer Lien: (One Required)</p> <p><input type="checkbox"/> BOTH <input type="checkbox"/> NEITHER <input type="checkbox"/> SEWER <input type="checkbox"/> WATER</p> <p>Cable TV Available: <input type="checkbox"/> Y <input type="checkbox"/> N</p> <p>Oil Tank Desc: <input type="checkbox"/> ABGRND <input type="checkbox"/> INGRND</p>
---	--	---

Insulation Remarks:

_____ (Up to 57 Characters)

Environmental Information

UFFI Info: (One Required) <input type="checkbox"/> ABSEN <input type="checkbox"/> PRES <input type="checkbox"/> REMOV <input type="checkbox"/> UNKNW
Radon Information: (One Required) <input type="checkbox"/> ABSEN <input type="checkbox"/> DOCAV <input type="checkbox"/> PRES <input type="checkbox"/> REMOV <input type="checkbox"/> TRET D <input type="checkbox"/> UNKNW
Lead Information: (One Required) <input type="checkbox"/> ABSEN <input type="checkbox"/> DOCAV <input type="checkbox"/> PRES <input type="checkbox"/> REMOV <input type="checkbox"/> TRET D <input type="checkbox"/> UNKNW
Asbestos Information: (One Required) <input type="checkbox"/> ABSEN <input type="checkbox"/> DOCAV <input type="checkbox"/> PRES <input type="checkbox"/> REMOV <input type="checkbox"/> TRET D <input type="checkbox"/> UNKNW

Other Information

Other Financing: _____ (Up to 20 Characters)

Possession Terms: 30-60 60-90 OV-90 IMMED NEGOT

Directions to Property:

_____ (Up to 255 Characters)

Seller Concession: Y N CHFA Approval: Y N FHA Approval: Yes No

****All Information Deemed Reliable but Not Guaranteed****

The undersigned REALTOR® represents that he/she has a valid and legally enforceable exclusive listing with the Owner. The undersigned Owner agrees that the above information is true and correct to the best of their knowledge and authorizes said REALTOR to submit this listing to the MLS.

Owner's Signature _____	Date _____	REALTOR's Signature _____	Date _____
Owner's Signature _____	Date _____	Listing Office Name _____	

2nd Bedroom Description:

BLTINS – Built-ins
 CEILFN – Ceiling Fan
 FBATH – Full Bath
 FIRST – First Floor
 FP – Fireplace
 HBATH – Half Bath
 LOWER – Lower Level
 SKY – Skylight
 STUDIO – Studio
 UPPER – Upper level
 WALKIN – Walk-in Closet

3rd Bedroom Description:

BLTINS – Built-ins
 CEILFN – Ceiling Fan
 FBATH – Full Bath
 FIRST – First Floor
 FP – Fireplace
 HBATH – Half Bath
 LOWER – Lower Level
 SKY – Skylight
 STUDIO – Studio
 UPPER – Upper Level
 WALKIN – Walk-in Closet

Amenities Included:

BASKT – Basketball Court
 CLUB – Clubhouse
 EXCER – Exercise Room
 GARDN – Gardening Area
 GOLF – Golf Course
 GSTPK – Guest Parking
 HANDB – Handball Court
 LAKE – Lake
 PADDL – Paddle Tennis
 PUTT – Putting Green
 RACQ – Racquetball Court
 STABL – Stable/Riding
 TENIS – Tennis Court
 TOT – Tot Lot
 TRAIL – Trails

Appliances Included:

ALWNC – Allowance
 CVAC – Central Vacuum
 COMP – Compactor
 DISP – Disposal
 DISHW – Dishwasher
 DRYER – Dryer
 FREEZ – Freezer
 GRILL – Grill
 HOOD – Hood
 HTAP – Hot Water Tap
 MICRO – Microwave
 OVRNG – Oven/Range
 REFRG – Refrigerator
 WASHR – Washer
 NONE – None

Asbestos Information:

ABSEN – Is Not Present
 DOCAV – Documents Available
 PRES – Is Present
 REMOV – Was Removed
 TRETD – Was Treated
 UNKNW – Unknown

Attic:

APT – Apartment
 CRAW – Crawlspace
 EXPANDL – Expandable
 FINISH – Finished
 FLOORD – Floored
 HATCH – Hatch Opening
 PULLDN – Pull Down
 STORG – Storage
 UNFIN – Unfinished
 WALKUP – Walk-Up
 PFIN – Partially Finished
 NONE – None

Basement:

CRAWL – Crawl Space
 FWALK – Full Basement With Walk-out
 FHTCH – Full Basement With Hatchway
 FULL – Full Basement
 PART – Partial Basement
 PHTCH – Partial Basement with Hatchway
 PWALK – Partial Basement with Walk-out
 SHARE – Shared Basement Area
 NONE – None

Basement Finish Info:

FFIN – Fully Finished
 PFIN – Partially Finished
 UFIN – Unfinished

Complex Restrictions:

ALTER – Alterations
 BOATS – Boats
 PET – Pets
 RENT – Renting
 TRAIL – Trailers
 TRUCK – Trucks
 NONE – None
 OTHER – Other

Cooling System Type:

CAIR – Central Air
 COMBO – Combo
 INDV – Individual Units
 NONE – None
 OTHER – Other

Dev Type:

CONDO – Condominium
 CO-OP – Cooperative
 LEASE – Land Lease
 PAD – Planned Area Development

Dining Room Description:

ATRIUM – Atrium
 BAY – Bay Window
 CATH – Cathedral Ceiling
 FORM – Formal
 FP – Fireplace
 FRCHDR – French Doors
 HUTCH – Built-in Hutch
 LR-DR – Combination Living Room/Dining Room
 LSHAP – L-Shaped
 SLIDER – Slider
 SUNK – Sunken

Electrical:

CRBRK – Circuit Breaker
 FUSES – Fuses

Energy Features:

ATFAN – Attic Fan
 MZHET – Multi-zone Heat
 SOLRM – Solarium
 STOVE – Wood/Coal Stove
 TIMER – Day/Night Thermostat

Exterior Feature:

BLNCY – Balcony
 DECK – Deck
 FENCE – Fence
 GASGRIL – Gas Grill
 GRNHS – Greenhouse
 HOTTUB – Hot Tub
 PATIO – Patio
 PORCH – Porch
 STORG – Extra Storage

Exterior Siding:

ALUM – Aluminum
 ASBES – Asbestos
 BRICK – Brick
 CEDAR – Cedar
 CBLCK – Cinderblock
 CLAP – Clapboard
 LOG – Log
 RWOOD – Redwood
 SHAKE – Shake
 SHING – Shingles
 STEEL – Steel
 STONE – Stone
 STUCO – Stucco
 VINYL – Vinyl
 VRTCL – Vertical
 WOOD – Wood
 OTHER – Other

Flooring:

CARP – Carpeted
 LAMIN – Laminate
 LINO – Linoleum
 PLYWD – Plywood
 SLATE – Slate
 TILE – Tile
 VINYL – Vinyl
 WOOD – Wood
 OTHER – Other

Family Room/Den Description:

BOOK – Book Shelves
 CATH – Cathedral Ceiling
 ENCTR – Entertainment Center
 FAN – Fan
 FIRST – First Floor
 FP – Fireplace
 LOWER – Lower Level
 SKY – Skylight
 SUNK – Sunken
 UPPER – Upper Level
 VALTED – Vaulted Ceiling
 WBAR – Wet Bar

Fuel Type:

ABVGR – Above Ground
 COAL – Coal
 ELEC – Electric
 GAS – Gas
 GEOTH – Geothermal
 INGRD – In-Ground
 NONE – None
 OIL – Oil
 PROPN – Propane
 SOLAR – Solar
 WOOD – Wood

Garage – Type of:

ATTCH – Attached
 DETCH – Detached
 PORT – Car Port
 UNDER – Under House

Heat Type:

BASE – Baseboard
 HPUMP – Heat Pump
 HYDRO – Hydro Air
 NONE – None
 OTHER – Other
 RADNT – Radiant
 RADTR – Radiator
 SPACE – Space Heater
 STEAM – Steam
 STOVE – Wood/Coal Stove
 WAIR – Warm Air

HOA Fee Includes:

CAIR – Central Air
 GRNDS – Grounds Maintenance
 HEAT – Heat
 HOTW – Hot Water
 INSUR – Association Insurance
 MGMT – Management
 OTHER – Other
 SECUR – Security
 SNOW – Snow Removal
 TAXES – Taxes
 TRASH – Trash Removal
 WATER – Water

Hot Water Source:

DOM – Domestic
 ELEC – Electric
 GAS – Gas
 NONE – None
 PROPN – Propane
 OTHER – Other
 OIL – Oil
 SOLAR – Solar Assisted

Interior Feature:

ATRIUM – Atrium
 BAR – Bar
 BLCNY – Balcony
 CEILFN – Ceiling Fan
 FOYER – Foyer
 FP – Fireplace
 FRCHDR – French Doors
 HNDCAP – Handicap Facilities
 HOTTUB – Hot Tub
 OPENFL – Open Floor Plan
 SAUNA – Sauna
 SKY – Skylight
 WBAR – Wet Bar
 WHPOOL – Whirlpool
 WNECLR – Wine Cellar

Kitchen Description:

BAY – Bay Window
 BBAR – Breakfast Bar
 CATH – Cathedral Ceiling
 CNTRY – Country Kitchen
 EATIN – Eating Space
 FP – Fireplace
 GALLY – Galley
 ISLE – Island
 NOOK – Breakfast Nook
 PNTRY – Pantry
 REMOD – Remodeled
 SKY – Skylight

Laundry Room Info:

BSMT – Basement
 COMON – Common Laundry Area
 FIRST – First Floor
 LOWER – Lower Level
 UPPER – Upper Level
 NONE – None

Lead Information:

ABSEN – Is Not Present
 DOCAV – Documents Available
 PRES – Is Present
 REMOV – Was Removed
 TRETD – Was Treated
 UNKNW – Unknown

CONDO ABBREVIATIONS-2

Abbreviation Index Continued

<p>Listing Type: EA – Exclusive Agency ER – Exclusive Right to Sell Listing</p> <p>Listing Type Description: EO - Entry Only Listing LS - Limited Service Listing NA - Not Applicable</p> <p>Living Room Description: ATRIUM – Atrium BAY – Bay Window CATH – Cathedral Ceiling FORM – Formal FP – Fireplace FRCHDR – French Doors LR-DR - Combination Living Room/Dining Room SKY – Skylight SUNK - Sunken</p> <p>Master Bedroom Description: BLCNY – Balcony CATH – Cathedral Ceiling CEILFN – Ceiling Fan DRESRM – Dressing Room FBATH – Full Bath FIRST – First Floor FP - Fireplace HBATH – Half Bath SKY – Skylight SUITE – Suite VALTD – Vaulted Ceiling WALKIN – Walk-in Closet WHPOOL – Whirlpool</p> <p>Mechanical Equipment: AIRFILT – Electric Air Filter AUTODR – Automatic Garage Door Opener CENT/VAC – Central Vacuum DEHUM – Dehumidifier HUMID – Humidifier INTCOM – Intercom SECSYS – Security System SMOKE – Smoke Detector</p> <p>Miscellaneous Feature: BUS - Bus CMBUS – Commuter Bus PRIVREC – Private Rec Facilities PRIVSC – Private Schools PROUSE – Professional Use PRVTRSH – Private Trash Pickup PUBREC – Public Rec Facilities PUBTRSH – Public Trash Pickup</p> <p>Oil Tank Desc: ABGRND – Above Ground INGRND – In-Ground</p>	<p>Other Room 1 Description: DEN - Den DINAR – Dining Area GRNHS – Greenhouse LIBRY – Library LOFT – Loft PORCH – Porch SAUNA – Sauna STORG – Extra Storage SUNRM – Sunroom WORK - Workshop</p> <p>Other Room 2 Description: DEN - Den DINAR – Dining Area GRNHS – Greenhouse LIBRY – Library LOFT – Loft PORCH – Porch SAUNA – Sauna STORG – Extra Storage SUNRM – Sunroom WORK – Workshop</p> <p>Other Room Information: CEILFN – Ceiling Fan DEN - Den DINAR – Dining Area GRNHS – Greenhouse LIBRY – Library LOFT – Loft PORCH – Porch SAUNA – Sauna STORG – Extra Storage SUNRM – Sunroom WORK - Workshop</p> <p>Possession Terms: 30-60 – 30 to 60 Days 60-90 – 60 to 90 Days OV-90 – Over 90 Days IMMED – Immediate NEGOT – Negotiable</p> <p>Radon Information: ABSEN – Is Not Present DOCAV – Documents Available PRES – Is Present REMOV – Was Removed TRET D – Was Treated UNKNW – Unknown</p> <p>Sewage System: NONE – None OTHER – Other PUBAV – Public Available PUBCT – Public Connected SEPTC – Septic SHSEP – Shared Septic UNKNW – Unknown</p> <p>Style: 2PLX – Duplex 3PLX – Three Plex 4PLX – Four Plex 6PLX – Six Plex 8PLX – Eight Plex HIGH – High Rise MID – Mid Rise RANCH – Ranch SINGL – Single Detached TOWN – Townhouse OTHER – Other</p>	<p>Type: 1STFL – First Floor 2NDFL – Second Floor CONT – Contemporary EFF – Efficiency END – End Unit ROW – Row House TRAD – Traditional OTHER – Other</p> <p>UFFI Info: ABSEN – Is Not Present PRES – Is Present REMOV – Was Removed UNKNW – Unknown</p> <p>Waterfront Description: ACC – Access ASCM – Assoc Mandatory ASCO – Assoc Optional BCH – Beach BCHR – Beach Rights BRK – Brook DCK – Dock FRTRG – Frontage HBR – Harbor LAKE – Lake MOR – Mooring OCN – Ocean POND – Pond RIV – River SND – Sound VIEW – View WLKT – Walk To</p> <p>Water Source: NONE – None PUBAV – Public Available PUBCT – Public Connected SHWEL – Shared Well SPRING – Spring WELL – Well</p> <p>Year Built Description: EST - Estimate HIST - Historic MODEL - Model NEW - Completed TOBE - To Be Built TOWN - Town Records UNDER - Under Construction UNKNW - Unknown</p>
--	---	--