

# Income



Realist Auto-filled Fields: Acres/Lot Sq. Ft., Legal Desc, Tax \$, Tax Year, School Dist, Street #, Street Direction, Unit, City, Zip, Zip4, Year Built

The Realist county assessor/tax record information is provided in the Matrix system. Information should be independently verified for accuracy.

Legend: **Required field** Conditional Required Field

## AGENT

**Listing Agent:** \_\_\_\_\_ **Co-Listing Agent Name:** \_\_\_\_\_

## ADDRESS

**County:** \_\_\_\_\_  
\_\_\_ El Paso \_\_\_ Teller \_\_\_ Chaffee \_\_\_ Custer \_\_\_ Douglas \_\_\_ Elbert \_\_\_ Fremont \_\_\_ Lincoln \_\_\_ Other \_\_\_ Park \_\_\_ Pueblo

**Schedule Number:** \_\_\_\_\_  
**Street Number:** \_\_\_\_\_ **Street Direction:** \_\_\_ N \_\_\_ E \_\_\_ S \_\_\_ W

**Street Name:** \_\_\_\_\_

**Street Type:** \_\_\_\_\_  
\_\_\_ Street \_\_\_ Avenue \_\_\_ Road \_\_\_ Alley \_\_\_ Blvd. \_\_\_ Circle \_\_\_ Court \_\_\_ Cove \_\_\_ Drive \_\_\_ Grove  
\_\_\_ Heights \_\_\_ Highway \_\_\_ Lane \_\_\_ Loop \_\_\_ Park \_\_\_ Parkway \_\_\_ Path \_\_\_ Place \_\_\_ Plaza \_\_\_ Point  
\_\_\_ Square \_\_\_ Terrace \_\_\_ Trail \_\_\_ View \_\_\_ Way \_\_\_ Not Applicable

**Unit Number:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** Colorado **Zip Code:** \_\_\_\_\_ **Zip 4:** \_\_\_\_\_

**Subarea:** \_\_\_\_\_

**Directions:** (255 characters) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Legal Description:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**School District:** \_\_\_\_\_

**Tax Amount:** \$ \_\_\_\_\_ **Tax Year:** \_\_\_\_\_

**Lot Size Type:** \_\_\_ Acres \_\_\_ SqFt **Lot Size:** \_\_\_\_\_ (The System will calculate the other value and both will be displayed on the reports)

**Year Built:** \_\_\_\_\_ **Is a Lead-based Paint Disclosure required for this listing?** \_\_\_ Yes \_\_\_ No

**Zoning Type:** \_\_\_\_\_

**Zone Entity:** \_\_\_ Alma \_\_\_ Arriba \_\_\_ Brookside \_\_\_ Buena Vista \_\_\_ Calhan \_\_\_ Canon City  
\_\_\_ Castle Rock \_\_\_ Chaffee County \_\_\_ Coal Creek \_\_\_ Colorado Springs \_\_\_ Cripple Creek \_\_\_ Custer \_\_\_ Douglas County  
\_\_\_ El Paso County \_\_\_ Elbert County \_\_\_ Elizabeth \_\_\_ Fairplay \_\_\_ Florence \_\_\_ Fountain \_\_\_ Fremont  
\_\_\_ Genoa \_\_\_ Green Mtn Falls \_\_\_ Hugo \_\_\_ Kiowa \_\_\_ Larkspur \_\_\_ Limon \_\_\_ Lincoln County  
\_\_\_ Lone Tree \_\_\_ Manitou Springs \_\_\_ Monument \_\_\_ Not Available \_\_\_ Palmer Lake \_\_\_ Park County \_\_\_ Parker  
\_\_\_ Poncha Springs \_\_\_ Pueblo \_\_\_ Ramah \_\_\_ Rockvale \_\_\_ Salida \_\_\_ Silver Cliff \_\_\_ Simla  
\_\_\_ Teller County \_\_\_ Victor \_\_\_ Westcliffe \_\_\_ Williamsburg \_\_\_ Woodland Park

## COOP

**If Display on VOW is set to No, then Electronic Advertising, Display Address on Internet, Display w/Public Com, and Display w/Public Auto Val will all be set to No on submission of the listing.**

**Display on VOW:** \_\_\_ Yes \_\_\_ No **Electronic Advertising:** \_\_\_ Yes \_\_\_ No  
**Display Address on Internet:** \_\_\_ Yes \_\_\_ No **Display w/ Public Comments/Blog:** \_\_\_ Yes \_\_\_ No  
**Display w/ Public Auto Valuation:** \_\_\_ Yes \_\_\_ No

**Type of Listing Agreement:**

Exclusive Right to Sell-Lease-Exchange     Exclusive Right to Sell-Lease-Exchange-Named Prospect Exempt  
 Exclusive Agency

**Service Level:**  Full Service     Limited Services    **Variable Rate Commission:**  Yes     No

**Coop Trans Broker:**  \$     %     None    **TB Comp Amount:** \_\_\_\_\_

**Coop Buyer Agent:**  \$     %     None    **BA Comp Amount:** \_\_\_\_\_

**Incentives:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Key:**  Key at Listing Office     Key on Site     Other Box     RSC Infrared Lock Box     None     See Show/Agent Remarks

**Appointment Contact:** \_\_\_\_\_

**Showing Instructions:**  
 24 Hour Notice     Appointment Only     Lister Present     Restricted Hours     Other     See Show/Agent Remarks

**Photo Required:**  I agree to submit a compliant primary photo within 7 days

**Agent/Showing Remarks:** (528 characters) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**FINANCIALS**

**Listing Price:** \$ \_\_\_\_\_

**Listing Date:** \_\_\_\_\_    **Expiration Date:** \_\_\_\_\_

**Short Sale Addendum Signed by Seller:**  Yes     No    **Seller Name:** \_\_\_\_\_

**Notices:**  
 Addenda Required     Affordable Housing Subsidy Avail     Auction-Absolute     Auction-Reserve  
 Bank-Owned     Broker Owned     Builder Owned     Colorado Time Share  
 Corporate Owned     Established Rental History     Estate     Fannie Mae Homepath Property  
 Fannie/Freddie Owned     Government Owned     HUD     In Foreclosure  
 Leasehold Title Interest in Land     Not Applicable     Other Repo     See Media Link  
 Sold "As Is"     VA Repo     See Show/Agent Remarks

**Terms Offered:**  
 Bond     Builder Leaseback     Cash     Conventional     CTL/Qualify     FHA  
 FHA203K     Lease/Option     Owner Carry     Trade/Exchange     VA     VA Vendee  
 Other     See Show/Agent Remarks

**Possession Date:** \_\_\_\_\_

**Possession Terms:**  
 Buyer Rent     DOD     DOD + Days     Negotiable/TBD     Seller Rent     Sub. Tenant     See Show/Agent Remarks

**Earnest Money:** \$ \_\_\_\_\_    **Earnest Money Holder:** \_\_\_\_\_

**EM Promissory Note Acceptable:**  Yes     No

**Closing/Title Company:** \_\_\_\_\_

*(If selection not in the computer, contact the RSC office at 635-5040)*

**Title Evidence:**  Abstract     Title Insurance     None     Other

**Assumable Loan:**  Yes     No

**Assumption Information:**  
 Escalate     Fee     Private     Substitution Required     None     Other     See Show/Agent Remarks

2<sup>nd</sup> Mortgage:  Yes  No Existing Loan:  Yes  No Loan Balance: \$ \_\_\_\_\_

Payment: \$ \_\_\_\_\_ Payment Includes: \_\_\_\_\_

Interest %: \_\_\_\_\_

**SQ FT/UNITS**

**Property Type:**  5-plex  Apartments (6+ Units)  Duplex  Fourplex  
 House and Cottage  Mixed Use  Single Family Home  Subdivided Multi Family  Triplex

**Square Feet Source:**  Appraisal  Assessor Records  Building Marketing Material  Building Plans  
 Owner Measured  Plat Map  Realtor Measured  Vendor Public Record

**Roofing:**  Composite Shingle  Meta  Rolled  Simulated Shake  Tar/Gravel  Tile  Wood  Other

**Basement/Foundation:**  Crawl Space  Full Basement  Garden Level  Not Applicable  Partial Basement  
 Post and Pier  Slab  Tied-down Mobile  Walk-out  Other

**Structure:**  Adobe  Brick  Concrete  Concrete Block  Double Wide  
 Foam  Framed on Lot  HUD Standard Mfg.  Log  Metal Frame  Single Wide  
 Stone  Straw  Tire  Triple Wide or More  UBC/IBC/IRC Standard Modular  
 Wood Frame  Other  See Prop Desc Remarks

**Siding:**  Alum/Vinyl/Steel  Brick  Cedar  Log  Masonite Type  Shingle  Stone  
 Stucco  Wood  Other  See Prop Desc Remarks

**Window Type:**  Aluminum  Fiberglass  Steel  Storm Window  Vinyl  Wood

Enter the data for Unit 1 then click on **More** and add the information for the additional units. (Max of 5 units)

	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5
# of Bedrooms	_____	_____	_____	_____	_____
# of Baths	_____	_____	_____	_____	_____
# of Garages	_____	_____	_____	_____	_____
Sq. Ft. Avail	_____	_____	_____	_____	_____
Furnished	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Occupied	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N	<input type="checkbox"/> Y <input type="checkbox"/> N
Monthly Rent	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

**Unit Totals:**

# of Bedrooms: \_\_\_\_\_ # of Baths: \_\_\_\_\_ # of Garages: \_\_\_\_\_ Total Square Feet: \_\_\_\_\_

Parking Spaces: \_\_\_\_\_ Total Monthly Rent: \$ \_\_\_\_\_ Total Units Occupied: \_\_\_\_\_ Total # of Units: \_\_\_\_\_

Other Rentable Space: \_\_\_\_\_

Complex Name: \_\_\_\_\_

**Tenant Pays:**  Association Dues  Electricity  Gas  Janitorial  Lawn Care  Sewer  Snow Removal  
 Trash  Water  None  Other  See Show/Agent Remarks

**Owner Pays:**  Association Dues  Electric  Gas  Janitorial  Lawn Care  None  Other  
 Sewer  Snow Removal  Trash  Water  See Show/Agent Remarks

**FEATURES**

**Appliances:**

220v in Kitchen  Countertop System  Dishwasher  Disposal  Double Oven  
 Downdraft Range  Dryer  Gas Grill  Gas in Kitchen  Hot Tap Dispenser  
 Kitchen Vent Fan  Microwave Oven  Oven  Range/Oven(Gas/Elec)  Range Top (Gas/Elec)  
 Refrigerator  Self Cleaning Oven  Trash Compactor  Washer  Other

**Heat/Air:**

Attic Fan  Baseboard  Ceiling Fan  Central Air  Coal  Electric  
 Evaporative  Forced Air  Gravity  Heat Pump  Hot Water  Natural Gas  
 None  Oil  Other  Propane  Radiant Heat  Solar Active  
 Solar Passive  Wall  Wood  See Prop Desc Remarks

**Fireplaces:**

Basement  Coal  Electric  Four  Free-standing  Gas  Heatilator  Insert  
 Lower  Main  Masonry  One  Pellet  Stove  Three  Two  
 Upper  Wood  None  See Prop Desc Remarks

**Handicap Access:**

Bathroom Access  Elevator  Hand Rails  Kitchen Access  
 Ramp Access  Stairs to back entrance  Stairs to front entrance  Stairs to garage  Wheelchair Access  
 Wide Doors  Other  See Prop Desc Remarks

**Inclusions:**

Cable  Lawn Auto Sprinkler Sys  Lawn Manual Sprinkler Sys  Pool  RV Parking  
 Security System  Tennis Court  See Prop Desc Remarks

**Laundry Facilities:**

Coin  Common  Electric Hook-up  Gas Hook-up  None

**Alley:**

Gravel  Paved  None  Other

**Fence:**

All  Community  Front  Rear  None  See Prop Desc Remarks

**Extras:** (255 characters) \_\_\_\_\_

**Exclusions:** (255 characters) \_\_\_\_\_

**Property Description Remarks:** (528 characters) Upper and lower case letters accepted. HTML not accepted. Use only to describe the physical attributes of the property. Do NOT include ANY contact, showing, financial or date information.

**Supplemental Property Description Remarks:** (1275 characters) The rules for Property Description Remarks also apply to Supplemental Property Description Remarks.

**UTILITIES**

**Total # Wells:** \_\_\_\_\_ **Existing Well Permit:**  Yes  No **Well Permit #:** \_\_\_\_\_

**Well Type:**  Commercial  Domestic  Household  Household with Rider  Industrial  Irrigation  
 Livestock  Other  See Prop Desc Remarks

**Existing Water:**  Association/District  Cistern  Ditch Rights  Municipal  Other Type Well  
 Spring  Water Rights  Well  None  See Prop Desc Remarks

**Existing Utilities:**  Cable  Electricity  Electricity Available  Gas Available  Generator  
 Natural Gas  Propane  Solar  Telephone  Other  See Prop Desc Remarks

**Sanitation:**  Cesspool  Septic  Sewer  Other  See Prop Desc Remarks

**HERS Rating:**  Yes  No **HERS Year Certified:** \_\_\_\_\_ **HERS Score:** \_\_\_\_\_

**ENERGY STAR Qualified New Home:**  Yes  No **ENERGY STAR Year Certified:** \_\_\_\_\_

**LEED for Homes:**  Yes  No **LEED Year Certified:** \_\_\_\_\_

**NAHB/NGBS-ICC 700:**  Yes  No **NAHB/NGBS-ICC 700 Year Certified:** \_\_\_\_\_

**Solar PV:**  Yes  No **Solar PV Year Installed:** \_\_\_\_\_ **Solar PV Kilowatts:** \_\_\_\_\_

**Solar Thermal:**  Yes  No **Solar Thermal Year Installed:** \_\_\_\_\_ **Solar Thermal:** \_\_\_\_\_

**Green Features Addendum Uploaded?**  Yes  No

You can add up to **36** photos to each listing while it is incomplete or after it is active.

If you add the photos and attachments while the listing is incomplete, when it is submitted as Active, it will be in the MLS with the photos already on it. If you add the photos after the listing has been submitted as Active, the listing will be in the MLS without photos but as soon as you add the photos, the listing will display those photos.