



Fresno Multiple Listing Service Multi-Family Input Form

MLS Agent ID #: _____

*County: _____

*APN #: _____

Address: _____

*Street #: _____

Direction: _____

*Street Name: _____

Suffix: _____

*City: _____

*Zip Code: _____

*Cross Street: _____

*Agent ID: _____

*Agent Name: _____

*Office ID: _____

*Office Name: _____

Co-Agent ID: _____

Co-Agent Name: _____

***Property Subtypes:**

Primary: _____

Seconday: _____

Other: _____

*Transaction Type: _____

*Area: _____
Last 3 of Zip Code

Lease (Acre): _____

Lease Type: _____

Sub-Lease: _____

Available Date: _____

Sub-Lease Expiration: _____

*Listing Price: \$ _____

Public Viewable: _____

*Agreement Type: _____

*Show Adr to Public: _____

*Show AVM on VOW: _____

*Show Cmnts on VOW: _____

*Commission: (% / \$) _____

*Variable Rate: _____

Comments: _____

*School District: _____

*Grade School: _____

*Jr. High School: _____

* Sr. High School: _____
School Type 4: _____

Bedrooms: _____

Bathrooms: _____

***Approx. Sq. Ft.:** _____

***Sq. Ft. Source:** _____

Lot Size: _____

Lot Size Source: _____

Year Built: _____

OR: _____

Listing Period: _____

***Listing Date:** _____

***Expiration Date:** _____

Owner Name: _____

Owner Phone #: _____

***Occupant Type:** _____

Occupant Name: _____

Phone to Show: _____

Marketing Remarks: _____

Agent Remarks: _____

***Directions to Property:** _____

Scope of Service: _____

Census Tract: _____

***Stories** _____

***Region:** _____

***Roofing:** _____

***Exterior**

- Stucco
- Wood
- Brick
- Block
- Stone
- Metal
- Shingle
- Log
- Vinyl
- Other

***Sewer / Septic**

- Private Water
- Domestic Water
- Public Water
- Shared Well
- Community Well
- Public Sewer
- Septic Tank

***Gas & Electric**

- Public Utilities
- Propane
- No Gas
- All Electric

Disclosures

- Special Studies Zone
- Flood Zone
- Toxic Waste Area
- Smoke Detectors Req.
- Mello Roos
- Building Restriction
- Deed Restrictions
- Easments
- City Transfer Tax
- Assessments
- Trust Fund Exlcuded
- Home Owner Exmption
- Fixer/Handyperson
- Call Agent
- Agent/Owner Related
- Exclusions from Sale
- Military Ordinance
- Death on Property
- Other

Documents Available

- Roof Inspection
- Pest
- Septic
- Well Report
- Association Bylaws
- Demographics
- Floor Plan
- Legal Descriptions
- Zoning Description
- Public Restrictions
- Leases
- Appraisal
- Profit & Loss
- Income Tax Return
- Cash Flow Analysis
- Inventory List
- Fixtures & Equipment

***Showing Instructions**

- Lockbox
- Call Listing Office
- Call Tenants
- Call On-Site Mngr
- Call Owner
- By Appiontment
- Do Not Disturb
- 24 Hour Notice
- Not on Sunday
- No Susnet Fri/Sat
- Alarm or Security

Showing Instructions: _____

***Lock Box:** _____

Dual Agency: _____

***Total Units:** _____

***Garage Spaces:** _____

***Additional Parking**

- Garage
- Carport
- Covered
- Uncovered
- One Space per Unit
- More than One Space

***Foundation**

- Concrete
- Wood Subfloor
- Both

Facilities

- Pool
- Jacuzzi
- Cabana
- Tennis Court
- Basketball Court
- Exercise Room
- Play Yard
- Putting Green
- Utility Room

Special Features

- Private Patios
- Private Balconies
- Extra Storage
- On-Site Manager
- Laundry in Each Unit
- Security Gate
- Security Patrol

Site Amenities

- Corner
- Cul de Sac
- Bluff View
- Lake View
- Water Front

Leased Equipment

- Washer/Dryer (s)
- Propane Tank
- Water Softner
- Security System

Yard

- Sprinkler - Front
- Sprinkler - Back
- Sprinkler - Auto
- Sprinkler - Manual
- Fenced
- Mature Landscape

Total Buildings: _____

***Heat/Cool**

- Central Heat/Cool
- Central Heat
- Central Cool
- Evaporative
- Floor or Wall Heat
- Window or Wall A/C

Fireplace

- None
- One Unit
- More Than One Unit
- All Units

Stove

- None
- One Unit
- More Than One Unit
- All Units

Refrigerator

- None
- One Unit
- More Than One Unit
- All Units

Dishwasher

- None
- One Unit
- More Than One Unit
- All Units

Disposal

- None
- One Unit
- More Than One Unit
- All Units

Disabled Features

- Wheel Chair Access
- Ramp
- Wide Doors
- Hand Rails
- Bathroom Fixtures
- Access in Shower
- One Level Floor

***Annual Income** \$ _____

***Annual Expense:** \$ _____

***Net Income:** \$ _____

***Tenant Pays**

- None
- All
- Electric
- Gas
- Propane
- Water
- Sewer
- Trash
- Cable TV

***Income Includes**

- Unit Rent
- Garage Rent
- Laundry
- Other
- All
- Month to Month
- Lease
- Both

***Expenses Include**

- All
- Management
- Gardner
- Maintenance/Repair
- Insurance
- Accounting/Legal
- License/Ads
- Gas
- Propane
- Electric
- Water
- Sewer
- Pool
- Taxes
- Vacancry Factor
- None

***Sources of Inc/Exp**

- Tax Return
- Accountant
- Owner
- Projected
- Limited
- Property Manger
- None

1st Loan Type

- Subject to
- Assumable - Qualify
- Non-Assumable
- FHA
- VA
- Cal-Vet
- Private
- Conventional
- Fixed
- ARM
- Free & Clear

2nd Loan Type

- Conventional
- Assumable
- Private
- Fixed
- Adjustable

Terms

- Government
- Conventional
- Seller 1st
- Seller 2nd
- 80-10-10
- Wrap
- Price "As Is"
- Cash Only
- Exchange
- Submit

***Short Sale:** _____

REO/Bank Owned: _____

Hardship Submitted: _____

1st Trust Deed Amt: \$ _____

2nd Trust Deed Amt: \$ _____

Additional Debt: _____

Unique Conditions

- Probate
- Estate Sale
- Court Approval Req.
- Short Sale

Sale/Options

- Total Parcel Only
- Divided
- Adjacent Available

Unit Management (Optional)

This page allows for six unique unit types. Use the Identical Units field to denote how many of that unit type exist.

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

①

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

②

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

③

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

④

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

⑤

***Unit Description** _____

Unit Number _____

Identical Units _____

Square Feet _____

Occupied _____

Rent \$ _____

Bedrooms _____

Bathrooms _____

⑥

X _____
Signature Date