

MLS4public NEW Listing Data Form

FAX TO: 1-888-599-4679

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Owner's Name: _____

Co-Owner's Name: _____

Listing will expire six months from Listing Date.

To List in MLS, Buyer's Broker (Selling Broker) must be compensated. What is Buyer's (Selling) Broker Compensation:

_____ %
Property Occupied? _____ Yes _____ No

Showing Instructions: See Remarks
Limited Service: Yes
Internet Listed: Yes
Address Public in Local MLS: Yes
Tax Assessor ID #: _____

Legal Description:

Property Type:
_____ Residential
_____ Vacant Land
_____ Leasing
_____ Commercial

County: _____

Street Direction:

_____ N _____ S _____ E
_____ W _____ EW _____ NE
_____ NS _____ NW _____ SE _____ SW
_____ NE Corner _____ NW Corner
_____ SE Corner _____ SW Corner

Subdivision: _____

List Price:

\$ _____

Type of House:

- _____ House
- _____ Condo
- _____ Townhouse
- _____ Factory Built
- _____ Half Duplex
- _____ Duplex
- _____ Triplex
- _____ Quadplex

House Number: _____

Street Name: _____

Unit/Building No: _____

Type of Listing Broker:
*Limited Service / Transaction Broker.
*Seller/Owner must provide a Property Condition Disclosure (please see attached) unless property is new construction. Will you provide a:
_____ Disclosure
_____ Disclaimer
_____ Exempt (Builder)

Flood Notice Required:

_____ Yes _____ No

City: _____

Zip Code: _____

School District: _____

Grade School: _____

Middle/Jr. High School: _____

High School: _____

Number of Stories: _____

Number of Acres: _____

Lot Size-SqFt: _____

Home Owners Association Mandatory?

_____ Yes _____ No

HOA Annual Fee:

\$ _____

*Square footage must match Court House Records **OR** be verified by an Appraisal completed within six months of date Listed.

Square Footage of Property (Living Space) is Heated & Cooled. i.e. Not Garage or Patio Area):

House Square Footage Source:

- _____ Appraiser (Fax Appraisal to: 1-888-599-4679)
- _____ Building Permit (Fax Permit to: 1-888-599-4679)
- _____ Court House
- _____ Not Reporting

Year Built: _____

Year Built Source:

- _____ Appraiser (Fax Appraisal to: 1-888-599-4679)
- _____ Builder
- _____ Court House
- _____ Owner

Tax Amount: _____

Tax Year: _____

Homestead Exemption:

_____ Yes _____ No

Under Construction:

- _____ New Construction
- _____ Under Construction
- _____ Neither (Does not apply.)

of Bedrooms: _____

Full Bathrooms: _____

of Half Bathrooms: _____

of Rooms: _____

of Living Areas: _____

of Fireplaces: _____

Garage Capacity (# cars): _____

Kitchen (choose 3 options):

- _____ Pantry
- _____ Island
- _____ Breakfast Nook
- _____ Eat-In
- _____ Mini-Kitchen
- _____ Country
- _____ Level 1
- _____ Level 2

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Den Description (3 options):

- Basement
 Bookcase
 Combo
 Fireplace
 Separate
 Level 1
 Level 2

Living Room (3 options):

- Combo
 Fireplace
 Formal
 Great Room
 Sunken

Office (choose 3 options):

- Basement
 Bookcases
 Fireplace
 Paneled
 Outside Entry
 Level 1
 Level 2
 None

Dining room Description (3):

- None
 Formal
 Breakfast Room
 Combo with Living Room
 Combo with Family Room
 Other

Recreation Room (7 options):

- Basement
 Level 1
 Level 2
 Over Garage
 Home Theater
 Wet bar
 Fireplace
 None

Utility Room (3 options):

- Basement
 Level 1
 Level 2
 Inside
 Separate
 Garage
 Sink

Hobby Room (3 options):

- Basement
 Level 1
 Level 2
 Sewing
 Workshop
 Greenhouse
 Other

Master Bedroom (3 options):

- Basement
 Level 1
 Level 2
 Walk-in Closet
 Full Bath
 Dressing Room
 Half Bath
 Separate Closets

Master Bath (3 options):

- Double Sink
 Whirlpool
 Separate Shower
 Shower Only
 Fireplace

Bedroom 2 (3 options):

- Basement
 Level 1
 Level 2
 Walk-in Closet
 Pullman Bath
 Private Bath
 No Bath
 None

Bedroom 3 (3 options):

- Basement
 Level 1
 Level 2
 Walk-in Closet
 Pullman Bath
 Private Bath
 No Bath
 None

Bedroom 4 (3 options):

- Basement
 Level 1
 Level 2
 Walk-in Closet
 Pullman Bath
 Private Bath
 No Bath
 None

Basement Description (2):

- None
 Finished
 Full
 Unfinished
 Partial

Other 1 Description (3):

- Basement
 Level 1
 Level 2
 Florida
 Library
 Music
 Attic
 Split Bedroom
 Storm/Safety Room
 Exercise Room
 Maid
 Workroom
 Mud Room
 In Law Plan
 Quarters
 None

Assumable Loan:

Yes No

Condo/Subdivision Information:

Percent Interest: _____ %

Conversion:

N/A Yes No

Refusal:

N/A Yes No

Pets Allowed:

N/A Yes No

Annual Subdv/Condo Fee: _____

Senior Living:

N/A Yes No

Handicap Accessible:

N/A Yes No

Accessibility Amenities (4):

- 32 in. or 36 in Doors
 38 in. or 48 in. Halls
 Bath Modified
 Elevator/Chair Lift
 Handicap Parking
 Kitchen Modified
 Level Entry
 Ramped Main Level
 Roll-In shower
 Other
 None

Additional buildings (4):

- Barn
 Shed
 2nd garage
 Shop
 Stable
 Storage
 Other Building

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Amenities (choose 4 options):

- Business Center
 Clubroom
 Courtesy Patrol
 Covered Parking
 Fitness Center
 Gated Access
 Golf Course
 HOA-Voluntary
 Laundry Facilities
 Park
 Pet Amenities
 Pool Available
 Spa
 Stables
 Tennis Court
 Trails
 Valet parking

Appliances Remain (6):

- Compactor
 Dishwasher
 Disposal
 Dryer
 Freezer
 Icemaker
 Indoor Grill
 Microwave
 Range/Oven
 Refrigerator
 Washer
 Water Softener

Construction:

- Block
 Concrete
 Manufactured
 Mobile (Pre-1976)
 Modular
 Panelized
 Precut
 Steel
 Wood Frame

Condo Fee Includes:

- Exterior Maintenance
 Trash
 Water/Sewer
 Electric
 Gas
 Cable
 None or N/A

Cooling system (4 options):

- Central AC
 Electronic Air Filter(s)
 Heat Pump
 Humidifier(s)
 Window AC
 2 Units
 3 or More Units
 Zoned
 Other Cooling System

Direction House Faces:

N S E W
 NE SE NW SW

Energy Features (4 options):

- Attic Exhaust Fans
 Attic Vent – Turbo
 Attic Vent – Electric
 Ceiling Fans
 Extra Insulation
 Insulated Doors
 Insulated Windows
 Solar Features
 Storm Doors
 Storm Windows
 Vent Ridge
 Other

Exterior (siding) (2 options):

- Aluminum
 Vinyl
 Partial Brick
 Full Brick
 Stone
 Stucco
 Asbestos
 Shake
 Log
 Masonite
 Steel
 Hardie plank
 Other

Exterior Features (4):

- Built In Grill
 Cabana
 Decorative Lighting
 Dog Run
 Gutters
 Horse Permitted
 Hot Tub/Spa
 None
 Other
 Profssnly Landscaped
 Shed
 Sidewalk
 Sprinkler System
 Storm Cellar
 Tennis Court

Fence (choose 2 options):

- Chain Link
 Cross Fenced
 Decorative
 Electric Gate
 Full
 Partial
 Privacy

Floors (choose 4 options):

- Carpet
 Concrete
 Laminate
 Plywood/Comp Board
 Some Hardwood
 Tile
 Vinyl
 Wood Veneer
 Wood
 Other Type Flooring

Finance Options (2 options):

- FHA
 VA
 Lease Purchase
 State Bond
 Trade
 Special
 Owner Carry 1st
 Owner Carry 2nd
 Other

Foundation (2 options):

- Full Basement
 Partial Basement
 Permanently Affixed
 Crawl Space
 Slab
 Tie Down

Fireplace Description (2):

- Blower/Heat-a-Lator
 Decorative Only
 Gas Logs
 Gas Starter
 Glass Doors
 Insert Unit
 Wood burning
 Wood Stove

Garage Description (4):

- Attached
 Detached
 Carport
 Electric Overhead Door Opener
 Porte coche
 RV/Boat Parking
 Storage
 Work Area
 Shelves
 Car Entry – Rear
 Car Entry – side
 Living Quarters
 Workshop
 Tandem
 None

Heating Source (1 option):

- Electric
 Gas
 Gas/Electric
 Propane - Leased
 Propane - Owned
 Wood
 Other

Heating System (3 options):

- 2 Units
 3+ Units
 Baseboard
 Central
 Floor Furnace
 Heat Pump
 Hot Air-Gravity
 Radiant
 Space Heater
 Steam
 Zoned
 Other Heating System

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Hot Water (choose 2 options):

- Electric
 Gas
 2+ Zoned

Interior Features (6 options):

- 9+ Ceilings
 Cable TV wired
 Central Vacuum
 Dry Bar
 Floored Attic
 Hot tub
 Intercom
 Internal Expansion Area
 Internet Wired
 Programmable Thermostat
 Pullman Bath
 Satellite Dish Wired
 Sauna/Steam Room
 Security System-Leased
 Security System-Owned
 Smoke Detector
 Vaulted Ceiling
 Wet Bar

By a **Lake &/or River**, which one?**Lake/Water Amenities** (4):

- Adjoins Corp of Engr Property
 Bluff
 Boat Dock
 Boat House
 Boat Lift
 Dock Approved Cove
 Lake/Riverfront Access
 Lake/Riverfront No Access
 Marina Available
 Ramp Available
 Sand Beach
 Summer View
 Water Access
 Winter View
 Other
 None or N/A

Lot Description (4 options):

- Additional Land
 Additional Residence
 Corner Lot
 Cul De Sac
 Farm and Ranch
 Golf Course Frontage
 Mature Trees
 Patio Home
 Pond
 Spring / Creek
 View (see Remarks)
 Wooded
 Zero Lot Line
 Other

Patio/Deck (2 options):

- Balcony
 Covered patio
 Covered Porch
 Deck
 Enclosed patio
 Enclosed Porch
 Patio
 Porch

Oven Source (1 option):

- Electric
 Gas
 Other
 None

Oven Description (2):

- Built-in
 Convection Oven
 Double
 Single
 None
 Other

Pool (choose 2 options):

- Above Ground Pool
 Fiberglass
 Gunite
 In-Ground Pool
 Indoor
 Liner
 None

Possession (1 option):

- At Closing
 Negotiable
 Subject to Lease

Range Source (1 option):

- Electric
 Gas
 None
 Other

Range Description (1):

- Built-in
 Cooktop
 Drop-in
 Stove
 None
 Other

Roof Material (1 option):

- Asphalt / Fiberglass
 Conventional
 Metal
 Shake
 Slate
 Tar / Gravel
 Tile
 Wood Shingles
 Other

House Style (1 option):

- Bungalow
 Cabin
 Colonial
 Contemporary
 Country French
 English
 French
 Log
 Ranch
 Spanish
 Split Level
 Traditional
 Victorian
 Other

Sewer (1 option):

- Aerobic
 City
 Lagoon
 Private
 Rural
 Septic Tank
 Other
 None

Utilities:

- Electric
 Gas
 Telephone
 Washer Connection
 Dryer-Electric (220)
 Dryer-Gas
 Hot water Heater-Gas
 Hot water Heater-Electric
 Range-Gas
 Range-Electric
 Oven-Gas
 Oven-Electric
 Ice Maker Connection
 Other

Warranty (choose 2 options):

- 1 Year – Offered by Builder
 1 Year – Offered by Seller
 Normal Working Order
 (at Closing)
 Other
 Special Builder Warranty

Windows (choose 2 options):

- Aluminum
 Bay / Bowed
 Casement
 Skylight
 Vinyl
 Wood
 Other

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Water Source (2 options):

- City
- Private
- Rural
- Spring
- Well
- Other Water Source

Please let us know if you do not receive your Yard Sign within 5 business days.

Please mark any that apply (All are optional):

* _____ Print combination code here, if you **WANT the combination code POSTED in the local MLS** (combination code can only be viewed by Realtors with a password)

* _____ **Showing Service** plus **KeyBox** for an additional **\$100**. Please pay online at www.MLS4public.com

* _____ **Home Staging** advice, professionally designed **Flyer** and up to two **Open Houses** held by an experienced Licensed **Realtor offered upon request only**. (Available in Tulsa, Sand Springs, Sapulpa, Owasso, Jenks and Broken Arrow.)

We are available to **accept delivery of Offers to Purchase** your property, **submit Counteroffers**, provide a **Seller's Closing Cost Estimate worksheet** and answer any questions relating to transactions that are presented by a **REALTOR should you need us to**. (You will need to accept delivery of Offers to Purchase your property and submit Counteroffers from Buyer(s) who are NOT represented by a Realtor.)

Please Note: Once your property is posted in the Local MLS system (which is what you paid for), that data automatically feeds into other websites including Realtor.com. How the information is ultimately posted on other websites is beyond our control. (i.e. within 72 hours, basic property information will download on to Realtor.com (with no property description). If a Buyer is interested in your property, the Buyer will contact their Realtor (or MLS4public) and the detailed MLS information and property photos will be forwarded to the Buyer accordingly. The MLS (& Realtor.com) guidelines prohibit private information from being posted on their website. Depending on which MLS your property is posted in, the public can search OKCRealtors.com, TulsaRealtors.com or ComeHomeToNorman.com to find out more information about your property. *Our goal is to have Realtors help bring you a Buyer.*

Please email up to 16 photos in a .jpg format to info@MLS4public.com one at a time if needed.

Email or Fax **Directions** (255 characters max)

Please attach additional page if needed.

Email or Fax your **Property Remarks** (255 characters max). This field is for the local MLS only. These remarks will not be sent to Realtor.com or any other web site. Please attach additional page if needed.

***MUST** keep contact information correct and current to stay Listed in the MLS.

INFORMATION UNDER: Realtor Remarks:

FOR APPTS, QUESTIONS & NEGOTIATIONS CONTACT:

Name: _____

Phone Number: _____

Alternate Number: _____

EMAIL: _____

Phone Number to be printed on Yard Sign:

Mailing Address to send Yard Sign (No PO BOX #):

Please tell us how you heard of MLS4public.

Referred by whom? _____

Internet: _____ Postcard: _____ Billboard/Sign: _____

Thank you for your business.

Seller's Signature