

# Multi Family - Input Sheet

MUL

Please print clearly. Do not use \$ signs or commas for dollar entries.

List Office ID \_\_\_\_\_ Area \_\_\_\_\_ List Price \$ \_\_\_\_\_

**Property Type**

Apartment,  Duplex,  Highrise,  Other,  Quadraplex  
 Triplex (Select 1)

TMS# / Parcel ID \_\_\_\_\_

**County**  Lexington,  Richland,  Kershaw,  Abbeville,  Aiken,  Calhoun,  
 Fairfield,  Newberry,  Orangeburg,  Saluda,  Sumter,  Other (Select 1)

**Address** \_\_\_\_\_  
Street No Street Dir Street Name Street Type, Ex. Road, Drive, Etc. Unit # / Lot #

**Subdivision** \_\_\_\_\_

**City** \_\_\_\_\_ **Zip Code** \_\_\_\_\_ - \_\_\_\_\_

Lot Size \_\_\_\_\_ Acres \_\_\_\_\_ . \_\_\_\_\_

**Agent Public ID** \_\_\_\_\_ **Agent** \_\_\_\_\_ Agent Phone \_\_\_\_\_ - \_\_\_\_\_

**Co-Agent Public ID** \_\_\_\_\_ **Co-Agent** \_\_\_\_\_ **Co-Agent Phone** \_\_\_\_\_ - \_\_\_\_\_

List Agt Oth Phone - Mobile# (\_\_\_\_\_) - \_\_\_\_\_ Fax # (\_\_\_\_\_) - \_\_\_\_\_

Agent E-mail \_\_\_\_\_

**List Office Name** \_\_\_\_\_

List Office Phone (\_\_\_\_\_) - \_\_\_\_\_ Ext \_\_\_\_\_ List Office Fax (\_\_\_\_\_) - \_\_\_\_\_

**SB Comp** \_\_\_\_\_ **Transaction Broker Accepted**  Y  N Transaction Broker Comp \_\_\_\_\_ **Variable Commission**  Y  N  
**Listing Agreement Type**  Exclusive Right to Sell  Exclusive Agency  Transaction Broker

**Owner Name** \_\_\_\_\_ **Owner Phone** (\_\_\_\_\_) - \_\_\_\_\_

**List Date** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Exp. Date** \_\_\_\_/\_\_\_\_/\_\_\_\_ **Foreclosed Property**  Y  N **Short Sale**  Y  N **Power On**  Y  N

**Property Disclosure**  Y  N **Exempt from Property Disclosure**  Y  N **Rollback Tax**  Y  N  Unk **Publish to Internet**  Y  N

**Total Units** \_\_\_\_\_ **Stories** \_\_\_\_\_ **Year Built** \_\_\_\_\_  New  Resale **Total Heated SqFt** \_\_\_\_\_ **Parking Spaces** \_\_\_\_\_

**School District:**

- Lex 1
- Lex 2
- Lex 3
- Lex 4
- Lex/Rich 5
- Rich 1
- Rich 2
- Other
- Fairfield Cnty
- Kershaw Cnty
- Newberry Cnty
- Saluda Cnty

**Elem School** \_\_\_\_\_

Other Elem School \_\_\_\_\_

**Middle School** \_\_\_\_\_

Other Middle School \_\_\_\_\_

**High School** \_\_\_\_\_

Other High School \_\_\_\_\_

Intermed School \_\_\_\_\_

Elem School Choice:  Y  N Mid School Choice:  Y  N Int School Choice:  Y  N High School Choice:  Y  N

**Unit 1: Bedrooms** \_\_\_\_\_ **# of Rooms:** \_\_\_\_\_ **# of Full Baths** \_\_\_\_\_ **# of Half Baths** \_\_\_\_\_ **Rent \$** \_\_\_\_\_

**Unit 2: Bedrooms** \_\_\_\_\_ **# of Rooms:** \_\_\_\_\_ **# of Full Baths** \_\_\_\_\_ **# of Half Baths** \_\_\_\_\_ **Rent \$** \_\_\_\_\_

**Unit 3: Bedrooms** \_\_\_\_\_ **# of Rooms:** \_\_\_\_\_ **# of Full Baths** \_\_\_\_\_ **# of Half Baths** \_\_\_\_\_ **Rent \$** \_\_\_\_\_

**Unit 4: Bedrooms** \_\_\_\_\_ **# of Rooms:** \_\_\_\_\_ **# of Full Baths** \_\_\_\_\_ **# of Half Baths** \_\_\_\_\_ **Rent \$** \_\_\_\_\_

**Unit 5: Bedrooms** \_\_\_\_\_ **# of Rooms:** \_\_\_\_\_ **# of Full Baths** \_\_\_\_\_ **# of Half Baths** \_\_\_\_\_ **Rent \$** \_\_\_\_\_

**Owner / Tenant / None Pays:** (O = Owner T = Tenant N = None)

**Gas**  **Electric**  **Heating**  **Cooling**  **Cable**  **Pest Control**

**Water**  **Sewer**  **Lawn**  **Trash**  **Pool**  **Security**

Verified by the Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Initials

ML# \_\_\_\_\_

Property Address \_\_\_\_\_

**PUBLIC REMARKS** Additional remarks attach separate page. (1500 char max – No Branding, Sales Incentives, Bonuses, or Codes – Must Be Fair Housing Compliant)

**AGENT REMARKS (NON-PUBLIC)** Attach separate page if necessary. (500 char max)

**DIRECTIONS** Attach separate page if necessary. (300 char max)

### CHECK ALL THAT APPLY

#### **Exterior Finish**

- Aluminum
- Asbestos
- Block
- Brick - All Sides (Abv Found)
- Brick - Partial (Abv Found)
- Cedar
- Fiber Cement i.e. Hardy Plank
- Log
- Other
- Stone
- Stucco - Hard Coat
- Stucco - Synthetic
- Vinyl
- Wood
- Wood Fiber i.e. Masonite

#### **Foundation**

- Crawl
- Crawl Space
- Slab

#### **Parking**

- Assigned
- Carport
- Covered
- Garage
- None
- Off Street
- Other
- Unassigned

#### **Exterior**

- Balcony
- Boat Ramp
- Deck
- Deeded Boat Slip
- Dock
- Dock - Shared
- Fence
- Fence Full
- Fence Partial
- Fireplace
- Grill
- Handicap
- Hot Tub
- Landscape Lighting
- Patio
- Pool
- Recreation Facility
- Sprinkler
- Lake Fed Irrigation

#### **Restrictions**

- Association
- No Boats
- No Dish
- No Motorcycles
- No Pets
- No RV
- Other

#### **Laundry**

- Coin
- Individual
- None
- Other

#### **Floors**

- Carpet
- Concrete
- Hardwood
- Laminate
- Marble
- Other
- Parquet
- Slate
- Tile
- Vinyl
- Engineered Hardwood
- Luxury Vinyl Plank

#### **Other**

- Com Heat
- Shed
- Storage
- Utility
- Vending
- Sidewalk Community

#### **Unit 1-Appliance**

- Compactor
- Dishwasher
- Disposal
- Dryer
- Grill

- Icemaker
- Microwave
- None
- Oven
- Range
- Refrigerator
- Washer
- Water Softener

#### **Unit 1 - Features**

- Attic Storage
- Basement
- Book
- Cathedral Ceiling
- Ceiling Fan
- Central Vacuum
- Drapes
- Fireplace
- Garage Opener
- Humidifer
- Intercom
- Security System
- Wetbar
- Whirlpool

#### **Unit 1 - Lease**

- Weekly
- Monthly
- Six Months
- One Year
- Two Years
- None
- Other
- Vacant

#### **Unit 2-Appliance**

- Compactor
- Dishwasher
- Disposal
- Dryer
- Grill
- Icemaker
- Microwave
- None
- Oven
- Range
- Refrigerator
- Washer
- Water Softener

#### **Unit 2 - Features**

- Attic Storage
- Basement
- Book
- Cathedral Ceiling
- Ceiling Fan
- Central Vacuum
- Drapes
- Fireplace
- Garage Opener
- Humidifer
- Intercom
- Security System
- Wetbar
- Whirlpool

Verified by the Property Owner \_\_\_\_\_

Date \_\_\_\_\_

Initials

ML# \_\_\_\_\_

CHECK ALL THAT APPLY

Unit 2 - Lease

- Weekly
Monthly
Six Months
One Year
Two Years
None
Other
Vacant

- One Year
Two Years
None
Other
Vacant

Unit 4-Appliance

- Compactor
Dishwasher
Disposal
Dryer
Grill
Icemaker
Microwave
None
Oven
Range
Refrigerator
Washer
Water Softener

Unit 4 - Features

- Attic Storage
Basement
Book
Cathedral Ceiling
Ceiling Fan
Central Vacuum
Drapes
Fireplace
Garage Opener
Humidifer
Intercom
Security System
Wetbar
Whirlpool

Unit 4 - Lease

- Weekly
Monthly
Six Months
One Year
Two Years
None
Other
Vacant

Unit 5-Appliance

- Compactor
Dishwasher
Disposal
Dryer
Grill
Icemaker
Microwave
None
Oven
Range
Refrigerator
Washer
Water Softener

Unit 5 - Features

- Attic Storage
Basement
Book
Cathedral Ceiling
Ceiling Fan
Central Vacuum
Drapes
Fireplace
Garage Opener
Humidifer
Intercom
Security System
Wetbar
Whirlpool

Unit 5 - Lease

- Weekly
Monthly
Six Months
One Year
Two Years
None
Other
Vacant

Water

- Community
Lake Drawn
Other

- Public
Shared
Well
Well-Public Available

Sewer

- Community
Lett System
Other
Public
Septic
Septic-Public Available

Heating

- Baseboard
Central
Electric
Floor Furnace
Gas 1st Lvl
Gas 2nd Lvl
Gas Pac
Heat Pump 1st Lvl
Heat Pump 2nd Lvl
Multiple Units
None
Oil
Other
Propane
Solar
Space
Split System
Water Source
Wood Stove
Zoned

Cooling

- Central AC
Gas Pac
Heat Pump 1st Lvl
Heat Pump 2nd Lvl
Multiple Units
None
Other
Split System
Wall Unit(s)

- Water Source
Window Units
Zoned

Road Type

- Dirt
Gravel
Paved

Available Financing

- Assumable
Cash
Conventional
FHA
VA
Lease Purchase
Other
Owner
Owner Assist w/CC
Rural Housing Eligible
Trade

Showing

- Showing Time
Appointment
Call Agent
Call Owner
Key in Office
Lockbox
No Sign
Owner Agent
See Agent Remarks
Sign
Text Agent
Text Owner
Vacant

Signature of Property Owner \_\_\_\_\_ Date \_\_\_\_\_

Initials