



**Cooperative Arkansas REALTORS®
Multiple Listing Services, Inc.
MULTI-FAMILY DATA FORM**



MLS #: _____

AGENT/OFFICE INFO

*Owner/Agent Disclosure: _____ (Lookup)
 *List Agent: _____ Phone: _____
 *List Office: _____ Phone: _____
 List Agent 2: _____ Phone: _____
 List Agent 3: _____ Phone: _____
 *Sub Agent Compensation: _____ (10) *Buyers Agent Compensation: _____ (10)
 *List Date: ____/____/____ *Expire Date: ____/____/____
 Owner Name: _____ (25) Owner Phone: _____ (25)
 Owner Identification: _____ (25) In-House Number: _____ (10)
 To Show, Call Phone #: ____-____-____
 Keybox Serial Number: _____ (10) Keybox Type: _____ (Look-Up)
 *Entered Twice (Yes/No) _____ *IDX/BRS Include (Yes, No, Yes w/o Address): _____
 *VOW Includes¹ (Yes, No) _____ *VOW Address² (Yes, No) _____ *VOW AVM³ (Yes, No) _____ *VOW Comments⁴ (Yes, No) _____
 *Listing Services (Full, Ltd Service, Entry Only): _____ *Internet Publication (Yes, No, Yes w/o Address): _____

GENERAL INFO 1

*Type _____ *Area: _____ (Primary Lookup) *Status _____
 OPK-Pkg-Single Family *List Price: _____ ONew
 OAP-Apartments *Address _____ OSold Before Listed
 ODU-Duplex *St. # Dir. * Street Name OUnder Cont. Before Listed
 OTR-Triplex Address 2: _____ *Foreclosure
 OFO-Four-plex *City: _____ (Lookup) o Yes o No
 OAU-Auction *County _____ (Lookup) *State _____ (2) *Zip+4: _____ - _____ *Short Sale
 o Yes o No
 *Inside City Limits
 o Yes o No

GENERAL INFO 2

*# Units _____ *Appx. Bldg. SQFT: _____ Neighborhood: _____ (25)
 *Subdivision _____ (25) *Appx. Lot Size _____
 *Legal (Lot&Block or Section/Township/Range): _____ (30)
 *Appx. Acreage: _____ *Zoning: _____ *Will Subdivide (Y/N): _____
 *Appx. Year Built: _____ *UNNO? (Property is Under Construction, New or Never Occupied) (Y/N): _____
 Estimated Completion Date: ____/____/____
 Lake (Y/N): _____ Lake Name: _____ (Lookup)
 Golf (Y/N): _____ Golf Course Name: _____ (Lookup)
 Elementary School: _____ (Lookup) Middle School: _____ (Lookup)
 Junior High: _____ (Lookup) High School: _____ (Lookup)
 Termite Company: _____ (10)
 *Directions: _____
 _____ (255)

UNIT INFOR

UNIT INFO	* # of Units	Min. Rent	Max. Rent		# of Bedrooms	# of Baths	APSF	Rent
* 1 Bed				Unit #1				
* 2 Beds				Unit #2				
* 3 Beds				Unit #3				
1 Bath				Unit #4				
2 Bath				Unit #5				
3 Bath				Unit #6				
				Unit #7				
				Unit #8				
				Unit #9				
				Unit #10				

Property Manager: _____
 Property Manager Phone: _____

FINANCIAL

*Annual Income: _____ (10) *Annual Expenses: _____ (10)
 *Association/Condo Fee \$: _____ (5) *Frequency (Annual, Quarterly, Monthly, Other, None): _____
 Addtnl Assoc/Condo Fee \$: _____ (5) Additional Frequency: _____
 Annual Special Improvement Tax: _____ (5) *Annual Taxes _____ (5)
 Tax Year: _____ Source of Taxes: _____ Parcel Number: _____

REMARKS

*Public Remarks: _____
 _____ (455)
 Showing Remarks: _____
 _____ (255)
 Agent Remarks: _____

SIGN

Seller's Signature: _____ Date: _____
 Seller's Signature: _____ Date: _____
 Agent's Signature: _____ Date: _____



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A. AREA AMENITIES	2. Insurance	21. Fireplace-Gas Log	4. Early Occupancy Possible	Closing
1. Swimming Pool(s)	3. Maintenance/Lawn Care	22. Fireplace-Gas Start	5. Delayed Occupancy	2. Normal Working Order, as O&A
2. Tennis Court(s)	4. Utilities	23. Fireplace-Insert	6. At Closing	
3. Sauna	5. Management	24. Fireplace-Woodburning	49. <u>Other (see Remarks)</u>	3. 1YR 3rd Party Offrd Seller
4. Playground	6. Trash	25. All Units	R. *ROAD SURFACE	4. 1 YR Warr Offrd Builder
5. Clubhouse	7. Electric	26. Some Units	1. Gravel	5. 1YR Homebuild Assn.
6. Security	8. Gas	27. Hot Tub	2. Paved	6. 10YR Special Bldr. Warr
7. Party Room	9. Advertising	28. Sauna	3. Dirt	7. 3rd Party Home Warr
8. Picnic Area	10. Legal	29. Spa	4. No Road	49. <u>Other (see Remarks)</u>
9. Marina	11. Licenses	30. Intercom	49. <u>Other (see Remarks)</u>	Z. *SOURCE OF SOFT
10. Hot Tub	12. Vacancy Factor	32. Master Bed/Bath	S. *ROOF	1. Appraisal
11. Golf Course	13. Water/Sewer	33. Security System	1. Composition	2. Seller Disclosure
12. Fitness/Bike Trail	14. Payroll	34. Wood Stove	2. Cedar-Shake	3. Courthouse
13. Manager Office	15. Pest Control	35. Central Vacuum	3. Built-Up	4. Measurements
14. Manager Apartment	16. Accounting	36. Furnished	4. Tile	5. Plans & Specs
15. Partially Furnished	17. Debt Service	37. Window Treatments	5. Wood Shingle	49. <u>Other (see Remarks)</u>
17. Barbeque Grill	18. Dock Maintenance	49. <u>Other (see Remarks)</u>	6. Metal	ZA. 3RD PARTY EXPORTS
18. Gated Entrance	19. Special Assessments	L.*KITCHEN EQUIPMENT	7. Architectural Shingle	1. Arkansashomesearch.com
19. Airport	49. <u>Other (see Remarks)</u>	1. Built-In Stove	8. Slate	2. Daily Record
49. <u>Other (see Remarks)</u>	50. None	2. Free-Standing Stove	9. Rolled	ZB. FLOORS
B.*DOCS ON FILE	G.* EXTERIOR	3. Double Oven	10. Tar/Gravel	1. Carpet
1. Appraisal	1. Brick	4. Microwave	11. Flat	2. Wood
2. Boundary Survey	2. Frame	5. Gas Range	12. Pitch	4. Vinyl
3. Topography Survey	3. Stucco	6. Electric Range	49. <u>Other (see Remarks)</u>	5. Tile (Ceramic & Porcelain)
4. Soil Survey	4. Brick & Frame Combo	7. Surface Range	T.*SHOWING INSTRUC-	6. Brick
5. Aerial Survey	5. Rock & Frame Combo	8. Dishwasher	TIONS	8. Concrete
6. Legal Description	6. Metal/Vinyl Siding	9. Disposal	1. Call Listing Office/Agent	9. Parquet
7. Recorded Plat	8. Masonite	10. Trash Compactor	2. Listing Agent Must Ac-	10. Slate
8. Termite Contract	9. Log	11. Indoor Grill	company	11. Laminate
9. Home Inspection	10. EIFS (Dryvet)	12. Pantry	3. By Appointment Only	12. Natural Stone Tile (Marble,
10. Septic Inspection	11. Cedar	13. Refrigerator-Stays	4. Lock Box	Granite, Slate, etc.)
11. Well Inspection	12. Redwood	14. Ice Maker Connection	5. Key in Office	49. <u>Other (see Remarks)</u>
12. Leases	13. Cypress	15. Jenn-Type Range	6. Show Anytime-Register	ZC. CEILINGS
13. House Plans	14. Stone	16. Bar/Fridge	with Listing Office	1. Tile
14. Lead Based Paint	15. Composition	17. Exhaust Fan	7. Pets (see Remarks)	2. Beamed
15. Property Disclosure	16. Block	18. Water Softener	8. Vacant	3. Paper
16. Environmental Imp. Stud.	49. <u>Other (see Remarks)</u>	19. Freezer	9. Occupied	4. Plaster
49. <u>Other (see Remarks)</u>	H. *FOUNDATION	20. Water Filter	10. Tenant Occupied	5. Sheet Rock
50. None	1. Crawl Space	49. <u>Other (see Remarks)</u>	12. Owner Present	6. Suspended
C.*DOCS ONLINE	2. Slab	50. None	13. Restricted Hours	7. Skylight
1. Appraisal	3. Slab/Crawl Combo	M. *LOT	16. Beware of Dog	8. Tray Ceiling
2. Boundary Survey	4. Not Permanent	1. Sloped	17. 24 Hour Notice	9. Vault Ceiling
3. Topography Survey	49. <u>Other (see Remarks)</u>	2. Level	18. Alarm Code Needed	10. Wood Ceiling
4. Soil Survey	I. *GARAGE	3. Zero Lot Line	49. <u>Other (see Remarks)</u>	49. <u>Other (see Remarks)</u>
5. Aerial Survey	1. Garage	4. Corner Lot	U. *STORIES	ZD. WALLS
6. Legal Description	2. Carport	5. Cul-de-sac	1. One Story	1. Paper
7. Recorded Plat	3. Parking Pads	6. Rural Property	2. Two Story	2. Plaster
8. Termite Contract	4. One Car	7. Resort Property	3. Three Story	3. Sheet Rock
9. Home Inspection	5. Two Car	8. River Front	4. Four Story	4. Wood
10. Septic Inspection	6. Three Car	9. Golf Course Frontage	5. High-Rise	49. <u>Other (see Remarks)</u>
11. Well Inspection	7. Four Car or More	10. River View	6. Split-Foyer	ZE. BASEMENT
12. Leases	8. Detached	11. Pond	7. 1.5 Story	1. Full
13. House Plans	9. Auto Door Opener	12. Creek	8. Split Level	2. Finished
14. Lead Based Paint	11. Assigned	13. Wooded	49. <u>Other (see Remarks)</u>	3. Partially Finished
15. Property Disclosure	12. Covered	14. Cleared	V. *STYLE	4. Unfurnished
16. Environmental Imp. Stud.	49. <u>Other (see Remarks)</u>	15. Extra Landscaping	1. Traditional	5. Inside Access
49. <u>Other (see Remarks)</u>	50. None	16. In Subdivision	2. Contemporary	6. Outside Access
50. None	J.*HEATING & AIR	17. Not In Subdivision	3. Victorian	7. Heated
D. ENERGY FEATURES	1. Central Cool—Gas	19. Flood Insurance Req.	4. Colonial	8. Cooled
1. Insulated Windows	2. Central Cool—Electric	21. Patio Home Lot	5. Ranch	10. Sump Pump
2. Insulated Doors	3. Window Units	22. National Forest Bound.	6. Bungalow/Cottage	49. <u>Other (see Remarks)</u>
3. Attic Vent— Electric	4. Attic Fan	23. River/Lake Area	7. Spanish	50. None
4. Attic Vent—Turbo	5. No Cooling	24. Mountain View	8. Craftsman	ZF. WATERFRONT
5. Extra Insulation	6. Central Heat—Gas	25. Lake View	9. Country	1. Cove
6. Solar Heat	7. Central Heat—Electric	26. Lake Front	10. A-Frame	2. River
7. Ridge Vents/Caps	8. Central Heat—	27. Upslope	11. Log	3. Creek
49. <u>Other (see Remarks)</u>	Woodburning	28. Downslope	12. Tudor	4. Dock Available
E. EXTERIOR FEATURES	9. Floor/Wall Furnace	29. Common to Golf Course ⁵	13. Townhouse	5. Dock
1. Fully Fenced	10. Space Heater— Gas	30. Golf View	14. Georgian	6. Dock-Swimming
2. Partially Fenced	11. Space Heater—Electric	31. Common to Lake ⁵	15. Earth Home	7. Dock-Covered
4. Outside Storage Area/Bldg.	12. Heat Pump	32. Vista View	16. Salt Box	8. Dock-Leased
5. Guttering	13. No Heating	49. <u>Other (see Remarks)</u>	17. Garden	9. Boat House
6. Storm Cellar	14. Zoned Units	N. LEASE TYPE	18. Built-to-Suit	10. 2 Stalls
7. Lawn Sprinkler	15. Humidifier	1. Weekly	49. <u>Other (see Remarks)</u>	11. Hoist/Lift
8. Dumpster	16. Dehumidifier	2. Monthly	W. *TENANT EXPENSES	12. Dock-Community
9. Incinerator	17. Central LP	3. Semi-Annually	1. All Utilities	13. Dock Private
10. Barn	18. Geo Thermal	4. Yearly	2. Gas	14. Boat Slip
11. Cabana/Pool-House	19. Solar PSV	5. Two Years or More	3. Electric	49. <u>Other (see Remarks)</u>
12. Club House	20. Radiator	6. Restrictions on Pets	4. Water	
13. Dog Run	21. Radiant Heat	49. <u>Other (see Remarks)</u>	5. Sewer	VOW Definitions
15. Gazebo	22. Base Board Electric	O. *LISTING TYPE	6. Cable	¹ Seller elects to allow transfer of
16. Green House	23. Heatalator	1. Exclusive Right to Sell	49. <u>Other (see Remarks)</u>	Property Information to broker
17. Guest House	24. Central Heat-Propane	2. Exclusive Agency	50. None	approved internet websites
18. Hot Tub	49. <u>Other (see Remarks)</u>	4. Exclusions on File	X. *UTILITIES	
19. Spa	K. INTERIOR FEATURES	5. Seller is Licensed Agent	1. Sewer-Public	² Seller elects to allow property
20. Above Ground Pool	1. Washer Connection	6. Auction	2. Septic	address to display on broker
21. Community Pool	2. Washer Stays	49. <u>Other (see Remarks)</u>	3. Water-Public	approved internet websites
22. Enclosed Pool	3. Dryer Connection-Gas	*FINANCING (NEW)	4. Well	
23. Heated Pool	4. Dryer Connection-Electric	1. New Loan-VA	5. Electric-Municipal	³ Seller elects to allow Property
24. In-Ground Pool	5. Dryer Stays	2. New Loan-FHA	(includes Entergy)	Auto-Valuation (comps) on
25. Stable	6. Washer/Dryer Comm. In	3. New Loan-Conventional	6. Electric-Co-Op	broker approved internet websites
26. Tennis Court	7. Washer/Dryer Comm. Out	4. Lease Purchase	7. Gas-Natural	
27. Deck	8. Hot Water Heater –Gas	5. Lease Option	8. Gas-Propane/Butane	⁴ Seller elects to allow written
28. Patio	9. Hot Water Heater-Electric	6. Contract for Deed	9. TV-Cable	comments or reviews (blogging)
30. Porch	10. Hot Water Heater-Solar	7. Trade or Exchange	11. TV-Satellite Dish	when this property is displayed
32. Screened Porch	11. Handicapped Design	8. Assumable	12. Telephone-Private	on broker approved internet
33. RV Parking	12. Exclusions (see Remarks)	14. Owner Financing Possible	13. Telephone-Party Line	websites
34. Brick Fence	13. Smoke Detector	19. Specl. Financing (see Re-	14. All Underground	
35. Chain Link	14. Balcony/Loft	marks)	15. Some Utilities Available—	
36. PVC Fence	15. Breakfast Bar	20. Cash	Not on Property	
37. Wood Fence	16. Dry Bar	49. <u>Other (see Remarks)</u>	16. Community Sewer	
38. Iron Fence	17. Wet Bar	Q. *POSSESSION	49. <u>Other (see Remarks)</u>	
49. <u>Other (see Remarks)</u>	18. Built-Ins	1. Upon Closing	50. None	FEATURES Definitions
F.*EXPENSES INCLUDE	19. Walk-In Closet(s)	2. Upon Buyer Closing	Y. WARRANTY	⁵ Common to is defined as com-
1. Taxes	20. Ceiling Fan(s)	3. Subject to Tenancy	1. As-Is, Present Condition at	mon legal access to golf course