

Single Family – Category 1



Carolina Multiple Listing Services, Inc.

[R] = Required [N] = Not Required

Note: There are look-up tables for city, tax location and schools.

Dates should be: MM/DD/YY

Area Number [R]

Seller Phone [N]

Sub Area Number [R]

Appointment Phone [N]
(Defaulted to CSS)

County [R]

City [R]

Agent/Owner [R]
Yes No

Street# [R]

Exclusive Rt/Agency [R]
Exclusive Right Exclusive Agency

Street Type [R]

Rd., St., Ave., Etc.

Sub Agent Comp [R]

Street Direction [N]

N, S, E, W, NW, NE, SW, SE

Sub Agent Comp Type [R]
% \$

Lot/Unit# [N]

Buyer Agent Comp [R]

Subdivision [N]

Buyer Agent Comp Type [R]
% \$

Tax Location [R]

Variable Rate Commission [R]
Yes No

Zip [R]

Named Prospects Exempted [R]
Yes No

List Price [R]

Bonus \$ [N]

Listing Agent [R]

Office Inventory [N]

Co-Listing Agent [N]

Full Service [R]
Yes No

Listing Date [R]

Allow Internet Address Display [R]
Yes No

Expiration Date [R]

Allow Internet Listing Display [R]
Yes No

Parcel ID [R]

Allow VOW AVM [R]
Yes No

Seller Name [R]

Allow VOW Comment [R]
Yes No

Deed Refemce [R]

HLA: Main [R]

State [R]

NC SC

HLA: Upper [R]

Zoning Desc. [N] see list in TEMPO™

HLA: Third [R]

HLA: Bsmt [R]

Zoning [R]

HLA: Lower [R]

Unheated SqFt: Main [R]

Unheated SqFt: Upper [R]

Legal Description [R]

Unheated SqFt: Third [R]

Unheated SqFt: Bsmt [R]

Block/Section [N]

Unheated SqFt: Lower [R]

Total HLA [R]

Plat Book/Slide [N]

Total Unheated SqFt [R]

Additional SqFt [N]

Pages [N]

Year Built [R]

Tax Value [R]

Main Level Rooms [R]

None	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Kitchen	Bedroom 5	Dining Room	Loft	Sewing
2nd Living Quarters	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Master	Bedroom 6	Exercise	Media	Solarium
Bar/Entertainment	Bedroom 6/Bonus	Foyer	Mud	Study
Bedroom 2	Billiard	Great Room	Office	Sunroom
Bedroom 3	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3/Bonus	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	Workshop

Upper Level Rooms [R]

None	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Kitchen	Bedroom 5	Dining Room	Loft	Sewing
2nd Living Quarters	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Master	Bedroom 6	Exercise	Media	Solarium
Bar/Entertainment	Bedroom 6/Bonus	Foyer	Mud	Study
Bedroom 2	Billiard	Great Room	Office	Sunroom
Bedroom 3	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3/Bonus	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	Workshop

Third Level Rooms [R]

None	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Kitchen	Bedroom 5	Dining Room	Loft	Sewing
2nd Living Quarters	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Master	Bedroom 6	Exercise	Media	Solarium
Bar/Entertainment	Bedroom 6/Bonus	Foyer	Mud	Study
Bedroom 2	Billiard	Great Room	Office	Sunroom
Bedroom 3	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3/Bonus	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	Workshop

Basement Level Rooms [R]

None	Bedroom 4	Computer Niche	Library	Play Room
2nd Kitchen	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Living Quarters	Bedroom 5	Dining Room	Loft	Sewing
2nd Master	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
Bar/Entertainment	Bedroom 6	Exercise	Media	Solarium
Basement	Bedroom 6/Bonus	Foyer	Mud	Study
Bedroom 2	Billiard	Great Room	Office	Sunroom
Bedroom 3	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3/Bonus	Breakfast	Laundry	Parlor	Wine Cellar
				Workshop

Lower Level Rooms [R]

None	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Kitchen	Bedroom 5	Dining Room	Loft	Sewing
2nd Living Quarters	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Master	Bedroom 6	Exercise	Media	Solarium
Bar/Entertainment	Bedroom 6/Bonus	Foyer	Mud	Study
Bedroom 2	Billiard	Great Room	Office	Sunroom
Bedroom 3	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3/Bonus	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	Workshop

New Construction [R]

Yes No

Total Half Baths: Bsmt [R]

Total Half Baths: Lower [R]

Approx Lot Dimensions [R]

Approx. Acres [R]

Subject to HOA [R]

Yes No

HOA Fee [N]

HOA Fee Paid [N]

Monthly Quarterly
Semi-Annually Annually

Confm. Spcl. Assessmt [N]

Yes No

Confm. Spcl. Assessmt Desc.

[R if Confm. Spcl. Assessmt = Y]

Completion Date

[R if new construction]

Builder [N]

Model/Plan [N]

Total Bedrooms [R]

Total Full Baths: Main [R]

Total Full Baths: Upper [R]

Total Full Baths: Third [R]

Total Full Baths: Bsmt [R]

Total Full Baths: Lower [R]

Total Half Baths: Main [R]

Total Half Baths: Upper [R]

Total Half Baths: Third Level [R]

Prop. Spcl. Assessmt Desc.

[R if Prop. Spcl. Assessmt = Y]

HOA Management [N]

HOA Phone [N]

High School [N]

Middle School [N]

Elementary School [N]

Prop. Spcl. Assesmt [N]

Yes No

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LISTING INFORMATION All items required [R] except for those with [N]

Type [R]	Driveway [R]	Community Well	Fixtures Exception Desc. [N] [R if Fixtures Exception = Y]	Assumable [R]
1.5 Story	Asphalt	County Sewer		No
1.5 Story/Basement	Concrete	County Water		Non-Qualifying
2 Story	Earth	None		Qualify
2 Story/Basement	Gravel	Other		
2.5 Story	Shared	Septic Tank		
2.5 Story/Basemet	None	Shared Well		
3 Story	Other	Well		
3 Story/Basement			Floor Coverings [N]	Agency Cooperation [R]
Manufactured Doublewide	Exterior Features [N]	HVAC [R]	Brick	Both
Manufactured Singlewide	Boat House	Active Solar Heat	Ceramic Tile	Buyer Agent
Modular Home	Boat Lift	Central Air	Concrete	Sub Agents
Patio Home	Boat Slip	Electric Baseboard Heat	Laminate	
Ranch	Boat Slip (Deed)	Electric Hot Air	Marble	Showing Instructions [R]
Ranch/Basement	Boat Slip (Lease/License)	Gas Floor Furnace	Parquet	3rd Party Home
Split Foyer	Building-Greenhouse	Gas Hot Air	Prefinished Wood	Call Listing Agent
Split Level	Building-Auto Shop	Gas Space Heater	Slate	Call Listing Office
Tri Level	Building-Barn	Gas Steam Heat	Vinyl/Linoleum	Call Seller
Other	Building-Storage Shed/Otbdlg.	Gas Water Heater	Wall-to-wall Carpet	Call Tenant
	Building-Workshop	Geothermal Ht.	Wood	Combination
Style [N]	Deck	Heat Pump - AC	Other	Corporate Home
A-Frame	Enclosed Patio	Heat Pump - Heat		Do Not Disturb Tenant
Bungalow	Equestrian Facilities	MultiZone A/C	Laundry Location [R]	Key in Listing Office
Cape Cod	Fenced Yard	MultiZoneHeat	1st Floor	Key with Listing Agent
Colonial	Floating Dock	N/A	2nd Floor	Listing Agent Accompany
Contemporary	Hot Tub	No A/C	Basement	Lockbox/Key
Craftsman	In-Ground Gas Grill	Oil Floor Furnace	Closet	No Sign
French Provincial	In-Ground Irrigation	Oil Hot Air	Common Area	Onsite Agent
Garden	Outdoor Fireplace	Oil Space Heater	Garage	Showing Service
Georgian	Patio	Oil Steam Heat	Kitchen	Tenant Occupied
Rustic	Pier	Oil Water Heater	Porch	Vacant
Spanish	Pool-Above Ground	On-Demand Water Heater	Utility Room	None
Traditional	Pool-in-Ground	Passive Solar Heat	None	Other
Transitional	Porch	Radiant Heat	Other	
Tudor	Porch-Glass	Wall Unit - AC	Interior Features [N]	Green Certification [N]
Victorian	Porch-Screened	Wall Unit Heat	Attic Other	EarthCraft House
Williamsburg	Private Pond	Window Unit	Attic Stairs Fixed	Energy Star
Other	Sauna	Woodstove	Attic Stairs Pulldown	Environments for Living
	Tennis Courts	None	Basement Shop	LEED Home
Exterior Construction [R]	Terrace	Other	Elevator	NAHB National GreenBuilding
Aluminum	Other		Garage Shop	Standard
Asbestos	Community Features [N]	Water Heater [R]	Garden Tub	N.C. Healthy Built Home
Brick Veneer Full	55 and Older	Electric	Handicap Access	None
Brick Veneer Partial	Airfield	Gas	Hot Tub	
Cedar Shake	Boat Ramp	Solar	Other	HERS Index [N] 0-100
Concrete Block	Club House	None	Sauna	
Fiber Cement	Equestrian Facilities	Other	Second Living Quarters	
Hard Stucco	Fitness Center	Equipment [R]	Wet Bar	
Hardboard Siding	Gated Community	Cable Prewire	Whirlpool	Auction/Bid Type [N]
Log	Golf Course	Ceiling Fan(s)		Auction/Absolute
Rough/Sawn	Lake	Central Vacuum	Fireplace [N]	Auction/Reserve
Shingle	Playground	CO Detector	Bonus Room	Bid
Stone	Pond	Convection Oven	Den	
Synthetic Stucco	Pool	Cooktop Electric	Gas Logs	Auction/Bid Info [N]
Vinyl	Recreation Area	Cooktop Gas	Great Room	Actual List Price
Wood	Tennis Courts	Dishwasher	Kitchen	Assessed Value
	Walking Trails	Disposal	Living Room	Market Value
Parking [R]	Doors and Windows [N]	Double Oven	Master Bedroom	Starting Bid
1 Car Carport	Insulated Windows	Electric Dryer Hookup	Other	
1 Car Garage	Screen Door(s)	Electric Range/Oven	Rec Room	Special Conditions [R]
1 Parking Space	Storm Door(s)	Exhaust Fan	See Thru	Bankruptcy
2 Car Carport	Storm Window(s)	Gas Dryer Hookup	Woodstove	Estate
2 Car Garage		Gas Range/Electric Oven		HUD
2 Parking Spaces	Foundation [N]	Gas Range/Oven	Ownership [R]	In Foreclosure Process
3 Car Carport	Basement	Grilltop	Seller owned for at least one year	Relocation
3 Car Garage	Crawl Space	Ice Maker Connection	Seller owned for less than one year	REO/Lender Owned
3 Parking Spaces	Slab	Intercom	Seller does not own yet	Short Sale/Subject to Lender Approval
3+ Parking Spaces	None	Microwave		Subject to Court Approval
3+ Car Carport	Other	Network Ready	Primary Residence [R]	Undisclosed
3+ Car Garage	Lot Description [N]	Range/Hood	Yes No	VA
Attached	Corner Lot	Refrigerator		None
Back Load	Cul-de-sac Lot	Security System	Proposed Financing [R]	
Deck	Golf Course View	Self Cleaning Oven	Cash	
Detached	Mountain View	Smoke Detector	Conventional	
Garage Door Opener	On Golf Course	Surround Sound	FHA	
Keypad Entry	Waterfront	Trash Compactor	FMHA	
Side Load	Waterview	None	Lease Purchase	
Street		Other	Loan Assumption	
None	Water/Sewer [R]		NC Bond	
Other	City Sewer	Fixtures Exception [N]	Owner Financing	
	City Water	Yes No	Personal Loan	
	Community Sewer		Trade/Exchange	
			VA	
			Other	

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Directions

(Directions only. Do not include confidential information, agent name or contact information in this field.)

Remarks

(Do not include confidential information, agent name or contact information in this field.)

Media

(May be added only to a listing that has been saved as active. Agent Reports in Tempo have access to all media types. Customer Reports in Tempo only have access to view Photos and Virtual Tours.)

Photos- (JPG) (6MB size limit)

Primary Photo

Caption:

2nd Photo

Caption:

3rd Photo

Caption:

4th Photo

Caption:

5th Photo

Caption:

6th Photo

Caption:

7th Photo

Caption:

8th Photo

Caption:

9th Photo

Caption:

Agent Remarks

Company Remarks

10th Photo

Caption:

11th Photo

Caption:

12th Photo

Caption:

13th Photo

Caption:

14th Photo

Caption:

15th Photo

Caption:

16th Photo

Caption:

Attachments (.doc, .pdf, .txt, .docx) (space available: 5120k):

Additional Listing Features

Once your listing has been saved as active, you can add an open house, assign your Supra lock box to the listing, and setup showing instructions through CSS.