



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

1. BASICS

Listing Information

*Price: \$ _____

Low Range Price:

\$ _____

***Listing Type:**

- Exclusive Agency
- Exclusive Right To Sell
- Exclusive Right with Exception
- Net
- Open
- Probate

***Service Type:**

- Full service
- Limited Service
- Entry Only

*APN: _____

Address Information

*Street #: _____ Street Direction: _____ *Street Name: _____ Street Suffix: _____

*Area (see attached list): _____ *County: See Below

*City: _____ *State: _____ *Zip: _____

*Cross Street: _____ *Thomas Guide Number: _____

Other

Present Loans: _____ Gross Equity: _____ Price/Unit: _____

Have: _____

2. FEATURES

Features:

Features: (See attached list) _____

Property Description: The Property Description shall be used to describe the property.-Physical and aesthetic characteristics of the property ONLY. All text must be entered in the English language ONLY. The following are not allowed to appear in Property Desc.: Gate/Alarm Codes Lock box Combo, FSBO, Vacant, Open House, E-mail Addresses, Website Addresses, Phone Numbers, Agent, Assistant, Co-list or Owner Names, or any language that violates Fair Housing/HUD guidelines.

Virtual Tour: The Virtual Tour field shall contain a live link to a Virtual Tour of the property ONLY. (i.e. <http://www.MyVirtualTour.com>) The Virtual Tour may not include such things as: Agent/Broker Photos, Agent/Broker Names, Phone Numbers, Website Addresses, E-mail Addresses or advertising other than about the property, and no messages or solicitations of any kind.



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

3. STRUC/LAND						
Building						
*Year Built: _____	Stories: <input type="checkbox"/> One Level <input type="checkbox"/> Two Level <input type="checkbox"/> Three or More Levels <input type="checkbox"/> Ground level	<input type="checkbox"/> Mid Level <input type="checkbox"/> Split Level <input type="checkbox"/> Top Level	*# of Units: _____	*# of Buildings: _____	Total Building Sqft: _____	
Water Heater: <input type="checkbox"/> Yes <input type="checkbox"/> No	Central A/C: <input type="checkbox"/> Yes <input type="checkbox"/> No	Elevator: <input type="checkbox"/> Yes <input type="checkbox"/> No	Add/Alt: <input type="checkbox"/> Yes <input type="checkbox"/> No	Building Permit: <input type="checkbox"/> Yes <input type="checkbox"/> No	Construction: <input type="checkbox"/> Block <input type="checkbox"/> Brick <input type="checkbox"/> Other <input type="checkbox"/> Frame & Stucco	
Heat Type: <input type="checkbox"/> Electric <input type="checkbox"/> Floor Furnace <input type="checkbox"/> Forced Air <input type="checkbox"/> Gravity Heating <input type="checkbox"/> Heat Pump <input type="checkbox"/> Natural Gas	<input type="checkbox"/> Other-See Remarks <input type="checkbox"/> Propane <input type="checkbox"/> Radiant <input type="checkbox"/> Solar <input type="checkbox"/> Wall Electric	Floor Type: <input type="checkbox"/> Ceramic Tile <input type="checkbox"/> Concrete Slab <input type="checkbox"/> Hardwood <input type="checkbox"/> Marble <input type="checkbox"/> Other-See Remarks <input type="checkbox"/> Parquet <input type="checkbox"/> Raised Foundation	<input type="checkbox"/> Sheet Vinyl <input type="checkbox"/> Vinyl Tile <input type="checkbox"/> Wall to Wall Carpet <input type="checkbox"/> Wood	Roof Type: <input type="checkbox"/> Asphalt Shingle <input type="checkbox"/> Comp/Shingle <input type="checkbox"/> Composition <input type="checkbox"/> Composition Roll <input type="checkbox"/> Concrete Tile <input type="checkbox"/> Fire Retardant <input type="checkbox"/> Other-See Remarks	<input type="checkbox"/> Rock/Stone <input type="checkbox"/> Shake-Wood <input type="checkbox"/> Shingle-Wood <input type="checkbox"/> Spanish Clay Tile <input type="checkbox"/> Tar and Gravel <input type="checkbox"/> Tile	
Building Features						
Pool: <input type="checkbox"/> Yes <input type="checkbox"/> No	Spa: <input type="checkbox"/> Yes <input type="checkbox"/> No	Sauna: <input type="checkbox"/> Yes <input type="checkbox"/> No	Alley: <input type="checkbox"/> Yes <input type="checkbox"/> No	Alley Paved: <input type="checkbox"/> Yes <input type="checkbox"/> No	Recreation Room: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Approximate Average Apt Sqft						
1 Bedroom: _____	2 Bedroom: _____	3 Bedroom: _____	Studio: _____	Number of Separate Meters		
				*Water: _____	*Gas: _____	*Electric: _____
Number of Units With						
Wall A/C: _____	Carpet: _____	Drapes: _____	Range: _____	Refrigerator: _____	Disposal: _____	Dishwasher: _____
Patios: _____						
Tenant Pays						
Gas: <input type="checkbox"/> Yes <input type="checkbox"/> No	Electric: <input type="checkbox"/> Yes <input type="checkbox"/> No	Water: <input type="checkbox"/> Yes <input type="checkbox"/> No	Cable TV: <input type="checkbox"/> Yes <input type="checkbox"/> No	Trash: <input type="checkbox"/> Yes <input type="checkbox"/> No	* Rent Control: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Garage and Parking						
Spaces: _____	*Garage: _____	Carport: _____	*Total Parking Spaces: _____			
Land Information						
*Lot #: _____	Block #: _____	Zone: _____	Lot Dimensions: _____	Lot SQFT: _____	Lot SQFT Source: <input type="checkbox"/> Assessor's Data <input type="checkbox"/> Builder's Data <input type="checkbox"/> Estimated <input type="checkbox"/> Other <input type="checkbox"/> Seller <input type="checkbox"/> Tapedv	
Sub Area Code: _____	*Tract #: _____	Tract Name: _____	Sewer Status: <input type="checkbox"/> Assessments <input type="checkbox"/> Bonds <input type="checkbox"/> Cesspool <input type="checkbox"/> In Street On Bond <input type="checkbox"/> In Street Paid <input type="checkbox"/> In, Connected & paid <input type="checkbox"/> Septic Tank	Water Source: <input type="checkbox"/> District <input type="checkbox"/> Other <input type="checkbox"/> Private <input type="checkbox"/> Well		
Zones						
Special Study: <input type="checkbox"/> Yes <input type="checkbox"/> No	Flood: <input type="checkbox"/> Yes <input type="checkbox"/> No	Coastal: <input type="checkbox"/> Yes <input type="checkbox"/> No	Slide: <input type="checkbox"/> Yes <input type="checkbox"/> No			



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

4. ANALYSIS

Analysis

*Gross Schedule Income:
\$ _____

Vacancy Allowance:
\$ _____ / _____ %

Land Value:
\$ _____ / _____ %

Gross Operating Income:
\$ _____

*Operating Expense:
*\$ _____ / _____ %

Improvements:
\$ _____ / _____ %

*Net Operating Income:
\$ _____

Loan Payment:
\$ _____

Personal Property:
\$ _____ / _____ %

Gross Spendable Income:
\$ _____

Cap Rate:
\$ _____

Total Tax:
\$ _____ / _____ %

Gross Multiplier: _____

Tax Info:

Tax Area: _____

Tax Year: _____

Tax Rate: _____ %

5. UNIT INFO:

Unit Info:

Unit #	# of Beds	# of Baths	Furnished/Unfurnished	Actual Rent	Total Rent
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
			<input type="checkbox"/> Furnished <input type="checkbox"/> Partially <input type="checkbox"/> Unfurnished		
# of Units Leased: _____			Total Actual Rent: _____		



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

6. INCOME

Income Information

Garage Income: _____	Garage Rate: _____	# Garages Rented: _____
Laundry Income: _____	Laundry Equipment: <input type="checkbox"/> Own <input type="checkbox"/> Lease	
Other Income 1: _____		
Other Income 2: _____	Description of Other Incomes: _____	
*Monthly GSI: _____		

7. EXPENSES

Expenses: Annual Operating Expense

New Tax: _____	
Insurance: _____	
Workmans Comp: _____	
Gas: _____	
Electric: _____	
Water/Sewer: _____	
Trash: _____	
Supplies: _____	
Cable TV: _____	
Maintenance: _____	Maintenance: _____ %
Pest Control: _____	
Licenses: _____	
Gardener: _____	
Pool: _____	
Manager: _____	
Prof Management: _____	
Furniture Repair: _____	
Other Expenses: _____	Description: _____
*Total: _____	_____



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

8. FINANCIAL

Financial

Possession:

- Close of Escrow
- Close Plus
- Close Plus 1
- Close Plus 2
- Close Plus 3
- Negotiable
- Other-See Remarks

*Terms:

- All Inclusive Trust Deed
- Cal Vet Loan
- Cash
- Cash To Existing Loan
- Cash to New Loan
- Contract
- Exchange
- Fannie Mae
- FHA Loan
- Freddie Mac
- Lease Option
- Owner May Carry
- Owner Will Carry
- Real Estate Owned
- Short Pay/Subject to Lender
- Subject To Court
- Subject To Other
- Submit
- Trade
- Trust Conveyance
- VA Loan
- VA No Loan
- VA No No Loan

Financial Info As Of: _____

Loan Information

1st Deed Loan Amount: \$ _____ Per Month: _____ Rate: _____ Fee: _____ Assumable: Yes No

Loan Type: _____ Lender: _____ Due: _____

- All Inclusive Trust Deed
- Cal Vet
- Clear
- Contract
- Conventional
- FHA
- Other-See Remarks
- Private
- Veteran's Administration Loan

2nd Deed Loan Amount: \$ _____ Per Month: _____ Rate: _____ Fee: _____ Assumable: Yes No

Loan Type: _____ Lender: _____ Due: _____

- All Inclusive Trust Deed
- Cal Vet
- Clear
- Contract
- Conventional
- FHA
- Other-See Remarks
- Private
- Veteran's Administration Loan

Lease/Fees

Fee/Lease: Fee Lease Amount: \$ _____ Per: Fee Lease Expires: _____

Additional Financial Information

Financial Remarks 1: _____

Financial Remarks 2: _____

Financial Remarks 3: _____



Listing Input Form: Residential Income

All required fields are indicated with an asterisk *

7. OFFICE (Continued from page 5)

Listing Information

*List Date: _____

*Expiration Date: _____

*Selling Office Compensation:

*Dual Var/Rate of Commission:

\$ _____ or _____ %

Call For Information

No

See Remarks

Yes

*Showing Instructions:

Appointment Only

Direct

Key In Listing Office

Call First

Drive By

Restricted Access

Call Listing Office

Gate Pass

See Remarks

Subject To Inspection

Office Comments: _____

Owner Information

Occupant Name: _____

Occupant Phone#: _____

Agent Information

* List Agent Public ID: _____

*Email Address 2: _____

* List Agent Name: _____

* Home Phone: _____

*Fax: _____

*Cell: _____

*Pager: _____

*Email: _____

*Office Name: _____

*Office ID: _____

*Phone: _____

*Fax: _____

Co-List Agent Public ID: _____

* Co-List Agent Name: _____

* Home Phone: _____

*Fax: _____

*Cell: _____

*Pager: _____

*Email: _____

*Office Name: _____

*Office ID: _____

*Phone: _____

*Fax: _____

10. MLS

MLS

*Free Internet Ad:

Yes

No

*Send Address:

Yes

No

Listing Paid:

Yes

No

Photo Information

*Photo Information:

Map, Sketched, or Photo Submitted

User Will Upload their Own Photo

Broker Loaded:

Yes

No

Photo Notes: _____



Listing Input Form: Residential Income

AREA (listed in alphabetical order)

601 ALHAMBRA	633 INDUSTRY/LA PUENTE/VALINDA	646 PASADENA (NE)
604 ALTADENA	634 LA CANADA FLINTRIDGE	645 PASADENA (NW)
221 ANZA/AGUANGA/WARNER SPRINGS	635 LA CRESCENTA/GLENDALE/ MONTROSE & ANNEX	648 PASADENA (SE)
605 ARCADIA	204 LA CRESTA/SANTA ROSA WEST	647 PASADENA (SW)
287 ARROWHEAD AREA	684 LA VERNE	229 PERRIS
606 ATWATER	234 LAKE ELSINORE EAST	649 PICO RIVERA
607 AZUSA	239 LAKE ELSINORE SOUTH	687 POMONA
608 BALDWIN PK/IRWINDALE	673 LAKE VIEW TERRACE	235 QUAIL VALLEY
263 BANNING/BEAUMONT/CHERRY VALLEY	241 LAKE ELSINORE WEST	688 RANCHO CUCAMONGA
205 BEAR CREEK	207 LDEN TRIANGLE/CALIF OAKS	285 RECHE CANYON
289 BIG BEAR AREA	677 LINCOLN HTS	268 REDLANDS
265 BLOOMINGTON	267 LOMA LINDA	272 RIALTO
609 BRADBURY	637 LOS FELIZ	252 RIVERSIDE
610 BURBANK	212 LOS RANCHITOS/SANTIA RANCHOS/ CHAPARRAL RANCHOS	225 ROMOLAND
236 CANYON LAKE	698 LYTLE CREEK	651 ROSEMEAD/S. SAN GABRIEL
681 CHINO	231 MEAD VALLEY	627 ROSSMOYNE & VERDU WOODLANDS
682 CHINO HILLS	242 LAKE ELSINORE NORTHEAST	652 ROWLAND HEIGHTS
683 CLAREMONT	210 MEADOWVIEW	288 RUNNING SPRINGS AREA
273 COLTON	227 MENIFEE	220 SAGE
248 CORONA	284 MENTONE	274 SAN BERNARDINO
215 COUNTRY ROAD	216 MESA GRANDE/BELLA VISTA/MESA HIGHLANDS	689 SAN DIMAS
614 COVINA	251 MIRA LOMA/JURUPA VALLEY	654 SAN GABRIEL
286 CRESTLINE AREA	639 MONROVIA	655 SAN MARINO
616 DIAMOND BAR	685 MONTCLAIR	203 SANTA ROSA SOUTH/TENAJA
617 DUARTE	674 MONTEBELLO	672 SHADOW HILLS
618 EAGLE ROCK	679 MONTECITO HEIGHTS	656 SIERRA MADRE
675 EAST LOS ANGELES/CITY OF COMMERCE	676 MONTEREY HILLS	671 SILVER LAKE
619 EL MONTE	641 MONTEREY PARK	657 SO. EL MONTE
621 EL SERENO	259 MORENO VALLEY	658 SO. PASADENA
264 FONTANA	680 MOUNT WASHINGTON	228 SUN CITY
290 FOREST FALLS AREA	693 MT BALDY	659 SUNLAND/TUJUNGA
219 FRENCH VALLEY	208 MURRIETA EAST	209 TEMECULA NORTH
232 GAVALIN HILLS	206 MURRIETA WEST	211 TEMECULA SOUTH
623 GLASSEL PARK	678 N. WHITTIER	201 TEMECULA WEST
246 GLEN IVY/ALBER HILL	250 NORCO	661 TEMPLE CITY
624 GLENDALE-CHEVY CHASE/E. GLENOAKS	642 NORTH HOLLYWOOD	690 UPLAND
626 GLENDALE-NORTHWEST	245 LAKE ELSINORE NORTH	214 VALLE DE LOS CABALLOS/LOMA VISTA
628 GLENDALE-SOUTH OF 134 FWY	283 NORTH SAN DIE COUNTY	668 WALNUT
629 GLENDORA	230 NUEVO/JUNIPER FLATS	669 WEST COVINA
217 GLENOAKS HILLS	218 OAKRIDGE RANCHES/TUCALOTA/ VALLEY/GLENOAKS COUNTY	202 WESTSIDE DELUZ/SANDIA/RANCHOS/ SANTA ROSA GROVES
266 GRAND TERRACE	233 GOOD HOPE	670 WHITTIER
631 HACIENDA HEIGHTS	686 ONTARIO	240 WILDOMAR
223 HEMET/SAN JACINTO	699 OUT OF AREA	226 WINCHESTER
276 HIGHLAND	213 PALA ROAD/RED HAWK	269 YUCAIPA/CALIMESA
632 HIGHLAND PARK		
224 HOMELAND		
247 TEMESCAL VALLEY		
222 IDYLLWILD		



Listing Input Form: Residential Income

Property Features

Air Conditioning
Alley Access
Association Pool
Association Spa
Association Tennis
Back Bay View
Bay View
Beach Front
Built-Ins
Canyon View
Catalina Island View
Cathedral Ceilings
Central Water Heater
City Lights View
Clubhouse
Coastline View
Cul-De-Sac
Desert View
Dishwasher
Elevator
Energy Efficient
Fee Land
Fire Sprinkler System
Fireplace
Garbage Disposals
Gated Community
Golf Course View
Government Loan
Harbor View
Hills View
Historical
In Foreclosure
Lake Front View
Lake View
Laundry-Community
Laundry-Individual Unit

Leased Land
Loft
Lot 10,000 - 19,999 Sq. Ft.
Lot 20,000 - 39,999 Sq. Ft.
Lot 6,500 - 9,999 Sq. Ft.
Lot Over 40,000 Sq. Ft.
Marina View
Mineral Rights
Mountain View
New
Notice Of Default
Ocean Front
Ocean Side Of Highway 1
Ocean View
Oil Rights
Panoramic View
Peek-A-Boo View
Pier View
Planned Development
Pool
Pool View
Probate
Real Estate Owned
Repair Cosmetic
Repair Major
Rocks
RV Access
Sauna
See Remarks
Senior Community
Solar
Spa
Sprinklers
Storage
Tennis Court
Under Construction

Unincorporated
Unit Water Heaters
Utility Room
Valley View
Value Mainly In Land
View Of Water
View Park Or Green Belt View
View River
View Trees/Woods
View Vincent Thomas Bridge
Waterfront
Wet Bars
Wheelchair Access
White Water View
Workshop



Payment Authorization for Recip Listings Only Form

Please complete this form only if you are reciprocating a listing to the following MLS'. **California Desert AOR, CLAW, I-tech, Socal MLS and South Bay AOR.**

Date: _____

Address of the Property: _____

City: _____ Zip Code: _____

Listing Agent Name: _____ Phone #: _____

Office Name: _____

Listing Fee \$25.00 (includes one photo)

Listing fee includes 1st *Photo	\$25.00
_____ # of Additional *Photos @ \$5.00 \$ _____ = \$ _____	

Type of Credit Card: VISA [] M/C [] AM EXP [] OPTIMA []

Card # _____ Exp. Date _____

Name as it appears on Card _____

I authorize the Association to charge my credit/ATM Card indicated above for my listing. Please make all checks payable to Tricounties.

Signature _____

PHOTOS?

E-mail photo(s) to TricoPhotos@rPartner.net. Please be sure to type in the subject line the listing address or the listing number if you have it.

Photos are attached to this form by Disk, Print or Photo Prints (if you are bringing the photos in person).

***Preferred Fax Number:** _____
Please provide a fax number in case we have questions or your listing is incomplete, thank you!

***Contact Phone Number:** _____
Please provide a phone number in case we have questions or your listing is incomplete, thank you!

Please fax this form along with the reciprocal input listing form to **(909) 594-7156** Attn. MLS Department and if you have any questions about this form please contact us at (909) 594-5992.

Thank you!