



Property Address _____ ML# _____

MLS INFORMATION

AP# _____ List Date _____ Expiration Date _____

ML# _____ (System Generated)

Street # _____ Direction E/N/S/W _____ Street Name _____ Street Type _____ Space # _____ (I.e.: Avenue, Street, Alley, Circle)

City _____ Area _____ County _____

State _____ Zip _____ Zip 4 _____
Orange (OR) Ventura (VE) Kern (KE)
Los Angeles (LA) Imperial (IM) Other California County (OT)
Riverside (RI) Santa Barbara (BA) Other State (OS)
San Bernardino (SB) San Luis Obispo (SO) Foreign Country (FC)
San Diego (SD)

TGNO _____ Cross Streets _____ Builder Tract Code _____ (Search for Tract Codes at www.insidetract.com)

Builder Tract Name _____ List Price _____

Listing Agreement Type _____ Service Level _____ Gross Equity _____ Land Included Yes / No
Exclusive Agency Net Full Service
Exclusive Right To Lease Open Limited Service
Exclusive Right To Sell Probate MLS Entry Only
Exclusive Right With Exception

Table with 8 columns: View Desc, Back Bay View, Catalina Island View, Golf Course View, Lake View, Ocean View, Pier View, Trees/Woods View, Water View, Bay View, City Lights View, Harbor View, Marina View, Panoramic View, Pool View, Valley View, White Water View, Bridge View, Coastline View, Hills View, Mountain View, Park or Green Belt, River View, View, Canyon View, Desert View, Lake Front View, Peek-A-Boo View, Rocks View

Bedrooms _____ Baths _____ Park Name _____ Park Type Family / Senior

Table with 3 columns: # Mob Home Spaces, Legal Desc, Horse Property
Legal Desc: CC&RS, Conditional Use Permit, Homeowners Association, In Flood Zone, In Foreclosure, Manufactured Homes Allowed, Moratorium, Notice of Default, Oil Rights, Planned Development, Probate Listing, Sellers RE License, Unincorporated

Table with 2 columns: Lot/Community Desc, Exterior
Lot/Community Desc: Alley Access, Curbs-Walks, Lot Level Flat, Ocean Side of Highway 1, Street Paved, Water Front, Beach Front, Lot 0-9,999 SqFt, Lot Over 40,000 SqFt, On Golf Course, Street Private, Zero Lot Line, Corner Lot, Lot 10,000-19,999 SqFt, Ocean Front, On Lake Front, Street Public, Cul-De-Sac, Lot 20,000-39,999 SqFt, Ocean Side of Freeway, Street Dirt, Street Lights, Fiberglass, Masonite, Other, Rock, Wooden

Property Description (500 chars max) _____

ADDITIONAL PROPERTY FEATURES

Length _____ Width _____ Mgmt Approval Yes / No _____ Approx Total SqFt _____ Source of SqFt _____

Addition Dimensions _____ Year Built _____ Body Type _____
Double, Single, Double Expando, Triple Wide, Other
Appraiser, Assessor, Builder, Estimated, Landlord/Lessor/Owner, Other, Seller, Taped

Space Rent Includes _____ Guest House Yes / No _____ # Sheds _____ Land Lse Avail? Fee / Lease _____ Manufacture Name _____
Cable TV, Electricity, Gas, Other, Trash, Water
Manufacture Date _____ Make _____
Model _____ Pets Yes / No _____

Table with 3 columns: Foundation, Skirt, Parking Type
Foundation: FHA Approved, None, Other, Permanent, Pier Jacks, Quake Bracing, Tie Down
Skirt: Alcan, Aluminum, Block, Fiberglass, Masonite, None, Other, Rock, Wooden
Parking Type: Carport, Direct Garage Access, Driveway, Garage Attached, Garage Detached, Gated Parking, Golf Cart Garage, Guest Parking, Other Parking, Parking Space, RV Access/Parking, RV Garage, Subterranean Parking

Garages _____ # Carport _____ # Units _____ RV Parking Yes / No _____ RV Fees _____ Mobile Home to Remain Yes / No _____

AMENITIES

Pool Desc

Private Pool	Community Pool	In Ground
Assoc Pool	Fiberglass	Indoor Pool
Private and Association Pool	Filtered Only – No Heat	Other Pool
No Pool	Gunitite	Solar Heated Pool
Above Ground	Heated & Filtered	Tiled
	Heated with Gas	Vinyl

Spa Desc

Private Spa	Above Ground	In Ground
Assoc Spa	Community Spa	Other
Private and Association Spa	Fiberglass	Solar Heated Spa
No Spa	Gunitite	Vinyl

Appliances

Built-In & Freestanding Range	Convection Oven	Freestanding Electric Range	Gas/Electric Range	Stackable W/D Hook Up
Built-In Electric Range	Dishwasher	Freestanding Gas Range	Gas Dryer Hook Up	Trash Compactor
Built-In Gas Range	Double Oven	Freestanding Propane Range	Microwave	Washer
Built-In Propane Range	Dryer	Freezer	Electric Oven	
	Electric Dryer Hookup	Garbage Disposal	Refrigerator	

Security Description

Closed Circuit TV
Fire Sprinklers
Gated Community
Gated Community Guard Window Bars

Amenities Other

Barbecue Private
Breakfast Bar
Breakfast Room
Dining Area
Dining in Kitchen
Dock Private
Fenced
Formal Dining Rm
Gazebo
Home Warranty Plan
Koi Pond
Sauna Private
Shower Stall
Sport Court Private
Tennis Court Private
Turnkey
TV Cable
Vacuum Central
Water Purifier
Wrap Around Porch

Rooms, Other

Atrium	Den/Office	Guest-Maid Quarters	Laundry Area	Library	Recreation Room	Wine-Cellar
Attic	Family Room	Individual Laundry Room	Laundry in Closet	Loft	Storage Space	Workshop
Basement	Great Room	Inside Laundry	Laundry in Garage	No Laundry in Unit	Utility Room	
Community Laundry	Guest House/Casita	Jack & Jill	Laundry in Kitchen	Other	Walk-In Pantry	

INTERIOR

Heat

Baseboard	Gravity Heating	No Heating	Solar	Zoned
Electric	Heat Pump	Other Heating	Wall Electric	
Floor Furnace	Hot Water Circulator	Propane	Wall Gas	
Forced Air	Natural Gas	Radiant	Wood Stove	

AC

Attic Fan	Dual	Wall / Window	Zoned
Ceiling Fan	Evaporative	Room Evap Air	
Central	Other	Room Refrig Air	

Floors

Brick	Marble	Stone	Wood
Ceramic Tile	Other	Terrazo	
Concrete Slab	Parquet	Tavertine	
Hardwood	Raised Foundation	Vinyl Tile	
Laminate	Sheet Vinyl	Wall-to-Wall Carpet	

Fireplace Location

Den
Family Room
Living Room
Master Bedroom
Master Bedroom Retreat
Other

Fireplace Fuel

Other
Uses Both Gas & Wood
Uses Electricity Only
Uses Gas Only
Uses Wood Only

Misc Interior

Cathedral Ceilings
Custom Window Covering
French/Mullioned Windows
Window Blinds
Window Drapes-Curtains
Window Shutters

EXTERIOR/STRUCTURAL

Roof

Common Roof	Flat Roof	Spanish Clay Tile
Composition	Metal	Tar and Gravel
Concrete Tile	Other	Wood Shakes
Fire Retardant	Rock/Stone	Wood Shingles

Plumbing

Full Copper Plumbing
Partial Copper Plumbing

Patio Characteristics

Covered Patio
Enclosed Patio
Patio

Doors & Windows

Bay Window	Garden Window
Double Door Entry	Skylights
French Doors	Stained Glass Window

Structural Condition

Fixer
New Construction
Repairs Cosmetic
Repairs Major Needed
Under Construction

Structural Other

Awing	Freestanding	Porch	Value In Land
Custom Built	Handicapped Access	Rain Gutters	Wheelchair Access
End Unit	Historical Property	Slab	
Expando	Landscaped	Two On a Lot	

Exterior Construction

Combination
Metal
Other
Siding
Wooden

LOT DESCRIPTION

AP#

Water

District
Other
Private
Stock Company
Well

Sewer

Assessments
Bonds
Cesspool
In Street
In Street On Bond
In Street Paid
In, Connected & Paid
Septic Tank
Sewer Other

LOT DESCRIPTION cont.

Lot Size _____ **Lot Size Source** _____ **Lot Dimensions** _____ **Acres** _____

Appraiser _____ Landlord/Lessor/Owner _____
 Assessor _____ Other _____
 Builder _____ Seller _____
 Estimated _____ Taped _____

Price Per SqFt (System Generated) _____ **Serial # (U)** _____ **DOH 1** _____ **License 1** _____

Serial # (X) _____ **DOH 2** _____ **License 2** _____ **Serial # (XX)** _____

DOH 3 _____ **License 3** _____ **DOH 4** _____ **Serial #4** _____

Block # _____ **Lot #** _____ **Tract #** _____ **Parcel #** _____

Parcel Map # _____

COMMUNITY ASSOCIATION

HS Dist _____ **Elementary School** _____ **JR High** _____ **SR High** _____

Association Amenities _____ **Fee \$** _____

Assoc Barbeque	Assoc Private Sport Court	Association Pet Rules	Clubhouse	Intercom	Coop Yes / No
Assoc Club Hse/Rec Facility	Assoc Sauna	Barbecue	Electric Gate	Other	
Assoc Earthquake Ins Pd	Assoc Tennis	Billiard Room	Elevator	Partial Handicap Access	
Assoc Gym/Exercise Room	Assoc Trash Paid	Cable TV	Exercise Room	Sauna	
Assoc Insurance Paid	Assoc Utilities Paid	Card Room	Guard	Senior Community	
Assoc Maintenance Paid	Association Club House	Closed Circuit TV	Hot Tub	Tennis Court	

Assoc Name _____ **Space Rent** _____ **Park Deposit** _____

FINANCIAL INFO

Terms _____ **Desired Escrow Time** _____

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

1st TD _____ **Interest Rate** _____ **2nd TD** _____ **Interest Rate 2** _____

Type of Existing Loan	FHA	VA Loan	Type of Existing Loan Rate	Loan Type 2	FHA	VA Loan	Type of Existing Loan Rate 2
All Inclusive Trust Deed	Other - See Remarks		Adjustable	All Inclusive Trust Deed	Other - See Remarks		Adjustable
Cal Vet	Private		Fixed	Cal Vet	Private		Fixed
Clear	SBA Loan		Graduated	Clear	SBA Loan		Graduated
Contract	Security Agreement		Other-See Remarks	Contract	Security Agreement		Other-See Remarks
Conventional				Conventional			

Financial Remarks (75 chars max) _____

Seller Points _____

SHOWING INSTRUCTIONS

Showing Instr _____ **Occupant Type** _____ **Occupant Name** _____

Appointment Only	Gate Pass	Restricted Access-Call Listing Agent	Lessee	Occupant Phone _____
Call First	Go Direct	See Remarks	Owner	
Call Listing Office	Key In Listing Office	Subject to Inspection	Tenant	S/O Comp _____ S/O Comp %/\$
Drive By	Keybox, Vacant		Vacant	

Dual/Variable Rate Comm _____ **Transfer of Possession** _____

Call For Information	See Remarks	Close of Escrow	COE Plus 1	COE Plus 3	Other-See Remarks
No	Yes	COE Plus	COE Plus 2	Negotiable	

Lockbox Location _____ **Lockbox Type** _____ **Showing Misc** _____

Call Listing Office	Gas Meter	Side Door	Water Pipe	Supra-SoCalMLS	Supra iBox	Supra-MRMLS	Home Warranty Plan
Front Door	No Key Safe	Side Gate		Combo-See Remarks	Supra key	Supra-Newport	Relo Property
Front Gate	Rear Door	Sign Post		No Key Safe	Supra-DAMLS	Supra-SRAR/BAOR	
Garage Door	See Remarks	Vault		Other-See Remarks	Supra-GIVMLS		
				SentriLock	Supra-GSBRMLS		

Sign on Property Yes / No _____ **Gate Code** (25 chars max) _____

LISTING OFFICE/AGENT INFO

Board ID _____ Office Name _____ Listing Company ID _____ **Listing Office ID** _____
(System Generated) (System Generated) (System Generated)

Office Phone _____ Office Fax _____ L Agt Full Name _____ **L Agt ID** _____
(System Generated) (System Generated)

Agt Preferred Phone _____ Agt Preferred Phone Ext _____ Agt Res Phone _____

Agt Preferred Fax _____ L Agt Cell Phone _____ L Agt Pager _____

Voicemail _____ Voicemail Ext _____ L Agt Email _____

L Agt Website _____

CO-LISTING OFFICE/AGENT INFO

Co-Listing Agt ID _____ Co-Listing Agt Full Name _____

Co-Listing Agt Preferred Phone _____ Co-Listing Agt Preferred Phone Ext _____

Co-Listing Agt Res Phone _____ Co-Listing Agt Preferred Fax _____

Co-Listing Agt Pager _____ Co-Listing Agt Cell Phone _____

Co-Listing Agt Voicemail _____ Co-Listing Agt Voicemail Ext _____

Co-Listing Office ID _____ Co-Listing Agt Email _____

AGENT REMARKS

Agent Remarks (500 chars max) _____

LP Excludes (80 chars max) _____

Price Includes

- | | | | | |
|---------------|---------------------|------------------|----------------------|----------------|
| Alarm System | Clothes Washer | Fireplace Logs | Other/See Remarks | Water Softener |
| Antenna | Exterior Lighting | Fireplace Screen | Portable Dish Washer | |
| Clothes Dryer | Fireplace Equipment | None | Satellite Dish | |

INTERNET INFORMATION

Address on the Internet? Yes/ No **HomeSeekers** Yes/ No **LA Times** Yes/ No **OC Register** Yes/ No **Cyberhomes** Yes/ No

Realtor.com Yes/ No **Homes.com** Yes/ No **IDX** Yes/ No **LA News Group** Yes/ No **Listing Paid** Yes/ No

Broker Load Yes/ No

LISTING ACTIVITY

List Date _____ **Expiration Date** _____

Change to Pending/Backup Offers/First Right of Refusal

Ⓢ Pending (Projected Sale) Price \$ _____

Ⓢ Projected Close Date _____

Ⓢ Pending Date _____

Ⓢ Financing _____

Ⓢ Selling Agent _____

(Listing will auto-sell 14 days after the Projected Date)

- All Inclusive Trust Deed
- Assumed
- Cal Vet
- Cash
- Conventional
- FHA Loan
- Land Contract
- Other-See Rmks-Call List Office
- Owner Carried
- Private
- Trust Conveyance
- VA Loan

Sold Terms

- Auction
- Buyer Concessions
- Contract Of Sale
- Exchange/Trade
- In Foreclosure
- Lease Option
- Real Estate Owned
- Seller Concessions
- Short Payoff
- Standard Sale

CLOSED INFORMATION

Ⓢ Selling Agent _____

Ⓢ Pending Date _____

Ⓢ Closed Date _____

Ⓢ Sales Price _____

Sold Terms

- Auction
- Buyer Concessions
- Contract Of Sale
- Exchange/Trade
- In Foreclosure
- Lease Option
- Real Estate Owned
- Seller Concessions
- Short Payoff
- Standard Sale

Ⓢ Financing _____

- All Inclusive Trust Deed
- Assumed
- Cal Vet
- Cash
- Conventional
- FHA Loan
- Land Contract
- Other-See Rmks-Call List Office
- Owner Carried
- Private
- Trust Conveyance
- VA Loan

“The accuracy of all information, including square footage and lot sizes is deemed reliable but not guaranteed and should be independently verified through personal inspection with the appropriate professionals.”

Signature Date Signature Date

Signature Date Signature Date



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!