

## Residential Profile Sheet

**Listing Agent ID:** \_\_\_\_\_ **Listing Agent:** \_\_\_\_\_

**Status:**     Active     Pending with Contingencies     Pending     Withdrawn

### General Property Information:

**County:** \_\_\_\_\_

**PID:** \_\_\_\_\_

*Unlisted PID YN* (not in Prop. Appraiser site)

**Street #:** \_\_\_\_\_

Pre Direction: \_\_\_\_\_

**Street Name:** \_\_\_\_\_

Post Direction: \_\_\_\_\_

Unit/Apartment #: \_\_\_\_\_

**City** \_\_\_\_\_

**State:** \_\_\_\_\_

**Zip Code:** \_\_\_\_\_

**GEO Area:** \_\_\_\_\_

Zoning Code: \_\_\_\_\_

**Development:** \_\_\_\_\_

**Sub/condo Name:** \_\_\_\_\_

Subdivision Code: \_\_\_\_\_

**Building Design:**

- |   |   |
|---|---|
| <input type="checkbox"/> Single Family  | <input type="checkbox"/> Low Rise (1-3) |
| <input type="checkbox"/> Villa Attached | <input type="checkbox"/> Mid Rise (4-7) |
| <input type="checkbox"/> Villa Detached | <input type="checkbox"/> High Rise (8+) |
| <input type="checkbox"/> Townhouse      | <input type="checkbox"/> Manufactured   |

**Builder Product:**     Yes     No

Building Name : \_\_\_\_\_

Building #: \_\_\_\_\_

**Total Floors in Property:** \_\_\_\_\_

Total Building Floors: \_\_\_\_\_    Unit Floor: \_\_\_\_\_

Units in Building: \_\_\_\_\_    Units in Complex: \_\_\_\_\_

**Legal Description:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Status Type:**

- |   |   |
|---|---|
| <input type="checkbox"/> Assignment of Contract | <input type="checkbox"/> Known Damage     |
| <input type="checkbox"/> Land Value             | <input type="checkbox"/> New Construction |
| <input type="checkbox"/> Pre Construction       | <input type="checkbox"/> Resale Property  |
| <input type="checkbox"/> Under Construction     |   |

County Permit # \_\_\_\_\_ (required for Pre construction and Under Construction)

**List Price:** \_\_\_\_\_

**Bedrooms:**

- |                                |                              |                                |                                    |
|--------------------------------|------------------------------|--------------------------------|------------------------------------|
| <input type="checkbox"/> 0BR   | <input type="checkbox"/> 1BR | <input type="checkbox"/> 1+Den | <input type="checkbox"/> 2BR       |
| <input type="checkbox"/> 2+Den | <input type="checkbox"/> 3BR | <input type="checkbox"/> 3+Den | <input type="checkbox"/> 4BR       |
| <input type="checkbox"/> 4+Den | <input type="checkbox"/> 5BR | <input type="checkbox"/> 5+Den | <input type="checkbox"/> 6 or more |

**Full Baths:** \_\_\_\_\_    **Half Baths:** \_\_\_\_\_

**Den/Flex:**     Yes     No

**Approx. Living Area:** \_\_\_\_\_

**Approx. Total Area:** \_\_\_\_\_

# Ceiling Fans: \_\_\_\_\_

**Cable Avail:**     Yes     No

**Furnished:**

- |                                    |   |   |
|------------------------------------|---|---|
| <input type="checkbox"/> Furnished | <input type="checkbox"/> Partly Furnished | <input type="checkbox"/> Unfurnished <b>G</b> |
| <input type="checkbox"/> Turnkey   | <input type="checkbox"/> Negotiable       |   |

**Elevator:**

- |                               |                                 |                                  |                                  |
|-------------------------------|---------------------------------|----------------------------------|----------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> Common | <input type="checkbox"/> Private | <input type="checkbox"/> Secured |
|-------------------------------|---------------------------------|----------------------------------|----------------------------------|

**Garage Spaces:** \_\_\_\_\_     Attached     Detached

**Carport Spaces:** \_\_\_\_\_     Attached     Detached

**Rear Exposure:** \_\_\_\_\_    **Year Built:** \_\_\_\_\_

**Pets:**

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Limits      | <input type="checkbox"/> No Approval needed |
| <input type="checkbox"/> Not allowed | <input type="checkbox"/> With Approval      |

Pet Limit – Max WT: \_\_\_\_\_    Pet Limit – Max #: \_\_\_\_\_

Pet Limits – Breed: \_\_\_\_\_

Pet Limit – Other: \_\_\_\_\_

**Lot Size (acres):** \_\_\_\_\_

**Lot Frontage:** \_\_\_\_\_

**Lot Back:** \_\_\_\_\_

**Lot Right:** \_\_\_\_\_

**Lot Left:** \_\_\_\_\_

Virtual Tour Link: \_\_\_\_\_

Virtual Tour Link 2: \_\_\_\_\_

**\*Fields that are BOLD are REQUIRED.**

Section: \_\_\_\_\_ Township: \_\_\_\_\_

**Owner Name:** \_\_\_\_\_

Range: \_\_\_\_\_ **Legal Unit:** \_\_\_\_\_

**Ownership Desc**

Block: \_\_\_\_\_ Lot/Unit: \_\_\_\_\_

- Co-op    Condo    Single Fam  
 Timeshare    Fractional Ownership

**\*Lee County no longer has school choice for -** Elementary School: \_\_\_\_\_

Middle School: \_\_\_\_\_

High School: \_\_\_\_\_

**Measurement Src. (Liv Area):**

- Architectural Plan
- Condo Documents
- Developer Brochure
- Field Measurements
- Floor Plan Service
- Previous Appraisal
- Property Appraiser's Office
- Survey

**Measurement Src. (Total Area):**

- Architectural Plans
- Condo Documents
- Developer Brochure
- Field Measurements
- Floor Plan Service
- Previous Appraisal
- Property Appraiser's Office
- Survey

**Measurements Src. (Lot Dim):**

- Architectural Plans
- Condo Documents
- Developer Brochure
- Field Measurements
- Floor Plan Service
- Previous Appraisal
- Property Appraiser's Office
- Survey

**Measurement Src. (Lot Size):**

- Architectural Plans
- Condo Documents
- Developer Brochure
- Field Measurements
- Floor Plan Service
- Previous Appraisal
- Property Appraiser's Office
- Survey

**Rooms & Dimensions Information:**

<u>Rooms Type</u>	<u>Room Length</u>	<u>Room Width</u>
<i>Den:</i>	_____	_____
<i>Dining Room:</i>	_____	_____
<i>Family Room:</i>	_____	_____
<i>Garage:</i>	_____	_____
<i>Great Room</i>	_____	_____
<i>Kitchen:</i>	_____	_____
<i>Living Rm:</i>	_____	_____

<u>Rooms Type</u>	<u>Room Length</u>	<u>Room Width</u>
<i>Master Bed:</i>	_____	_____
<i>2<sup>nd</sup> Bed:</i>	_____	_____
<i>3<sup>rd</sup> Bed:</i>	_____	_____
<i>4<sup>th</sup> Bed:</i>	_____	_____
<i>5<sup>th</sup> Bed:</i>	_____	_____
<i>Lanai:</i>	_____	_____
<i>Utility Room:</i>	_____	_____

**Features:**

**Amenities:**

- |  |   |   |  |
|--|---|---|--|
| <input type="checkbox"/> Assisted Living Avail | <input type="checkbox"/> Community Boat Dock        | <input type="checkbox"/> Full Service Spa       | <input type="checkbox"/> Racquet Ball        |
| <input type="checkbox"/> Basketball            | <input type="checkbox"/> Community Boat Lift        | <input type="checkbox"/> Golf Course            | <input type="checkbox"/> Restaurant          |
| <input type="checkbox"/> BBQ - Picnic          | <input type="checkbox"/> Community Boat Ramp        | <input type="checkbox"/> Guest Room             | <input type="checkbox"/> Sauna               |
| <input type="checkbox"/> Beach - Private       | <input type="checkbox"/> Community Boat Slip        | <input type="checkbox"/> Hobby Room             | <input type="checkbox"/> Shopping            |
| <input type="checkbox"/> Beach Access          | <input type="checkbox"/> Community Gulf Boat Access | <input type="checkbox"/> Horses OK              | <input type="checkbox"/> Shuffleboard        |
| <input type="checkbox"/> Beach Club Available  | <input type="checkbox"/> Community Park             | <input type="checkbox"/> Internet Access        | <input type="checkbox"/> Sidewalk            |
| <input type="checkbox"/> Beach Club Included   | <input type="checkbox"/> Community Pool             | <input type="checkbox"/> Lakefront Beach        | <input type="checkbox"/> Stable – Horse      |
| <input type="checkbox"/> Beauty Salon          | <input type="checkbox"/> Community Room             | <input type="checkbox"/> Lap Pool               | <input type="checkbox"/> Streetlight         |
| <input type="checkbox"/> Bike & Jog Path       | <input type="checkbox"/> Community Spa/Hot Tub      | <input type="checkbox"/> Library                | <input type="checkbox"/> Tennis Court        |
| <input type="checkbox"/> Bike Storage          | <input type="checkbox"/> Concierge Services         | <input type="checkbox"/> Marina                 | <input type="checkbox"/> Theater             |
| <input type="checkbox"/> Billiards             | <input type="checkbox"/> Dog Park                   | <input type="checkbox"/> None                   | <input type="checkbox"/> Trash Chute         |
| <input type="checkbox"/> Boat Storage          | <input type="checkbox"/> Electric Vehicle Charging  | <input type="checkbox"/> Other                  | <input type="checkbox"/> Underground Utility |
| <input type="checkbox"/> Bocce Court           | <input type="checkbox"/> Exercise Room              | <input type="checkbox"/> Pickleball             | <input type="checkbox"/> Vehicle Wash Area   |
| <input type="checkbox"/> Business Center       | <input type="checkbox"/> Extra Storage              | <input type="checkbox"/> Play Area              | <input type="checkbox"/> Volleyball          |
| <input type="checkbox"/> Cabana                | <input type="checkbox"/> Fish Cleaning Station      | <input type="checkbox"/> Private Beach Pavilion | <input type="checkbox"/> Water Skiing        |
| <input type="checkbox"/> Clubhouse             | <input type="checkbox"/> Fishing Pier               | <input type="checkbox"/> Private Membership     |  |
| <input type="checkbox"/> Common Laundry        | <input type="checkbox"/> Fitness Center Attended    | <input type="checkbox"/> Putting Green          |  |

**\*Fields that are BOLD are REQUIRED.**

**Approval Info:**

- Application Fee  
 Buyer  
 Interview  
 None  
 Other  
 Tenant

**Bedroom Desc :**

- First Floor Bedroom  
 Master BR Ground  
 Master BR Sitting Area  
 Master BR Upstairs  
 Split Bedrooms  
 Two Master Suites

**Boat/ Dock Info :**

- Boat Canopy /Cover  
 Boat Dock Private  
 Boat House  
 Boat Lift  
 Boat Ramp  
 Boat Slip  
 Captains Walk  
 Composite Dock  
 Concrete Dock  
 Dock Deeded  
 Dock Included  
 Dock Lease  
 Dock Purchase  
 Elec Avail at dock  
 Hoist/Davit  
 Jet Ski Lift  
 None  
 Tiki Hut  
 Water Avail at dock  
 Wooden Dock

**Building Style:**

- 1 Story/Ranch  
 2 Story  
 Carriage/Coach  
 Contemporary  
 Corner  
 Duplex  
 End-Unit  
 Florida  
 Garden Apt  
 Multi-Story Home  
 None  
 Other  
 Penthouse  
 Spanish  
 Split Level  
 Stilts  
 Traditional

**Community Type:**

- Boating  
 Condo/Hotel  
 Gated  
 Golf Course  
 Mobile/Manufactured  
 No Subdivision  
 Non-Gated  
 Tennis

**Golf Type:**

- Golf Bundled  
 Golf Equity  
 Golf Non-Equity  
 Golf Public

**Construction:**

- Concrete Block  
 Elevated  
 Handicap  
 Insulated Concrete Form  
 Manufactured  
 Metal Frame  
 Modular  
 Other  
 Piling  
 Poured Concrete  
 Relocated  
 Wood Frame

**Cooling:**

- Air Purifier  
 Ceiling Fans  
 Central Electric  
 Exhaust Fan  
 Gas - Natural  
 Gas – Propane  
 Heat Pump  
 Humidistat  
 None  
 Other  
 Ridge Vent  
 Thermal Fan  
 Wall Unit  
 Whole House Fan  
 Window Unit  
 Zoned

**Dining Description:**

- Breakfast Bar  
 Breakfast Room  
 Dining – Family  
 Dining - Living  
 Eat-in Kitchen  
 Formal  
 Other

**Equipment/Appliances Included:**

- Auto Garage Door  
 Central Vacuum  
 Cooktop – Electric  
 Cooktop – Gas  
 Dishwasher  
 Disposal  
 Double Oven  
 Dryer  
 Freezer  
 Generator  
 Grill - Gas  
 Grill - Other  
 Home Automation  
 Ice Maker Stand Alone  
 Instant Hot Faucet  
 Intercom  
 Microwave  
 None  
 Other  
 Pot Filler  
 Range  
 Refrigerator  
 Refrigerator/Freezer  
 Refrigerator/Icemaker  
 Reverse Osmosis  
 Safe  
 Satellite Dish  
 Security System  
 Self Cleaning Oven  
 Smoke Detector  
 Solar panels  
 Steam Oven  
 Tankless Water Htr  
 Trash Compactor  
 Walk-In Cooler  
 Wall Oven  
 Warming Tray  
 Washer  
 Wash/Dryer Hookup  
 Water Treat Owned  
 Water Treat Rented  
 Wine Cooler

**Exterior Features:**

- Barn Stall  
 Built In Grill  
 Built-In Gas Fire Pit  
 Built-In Wood Fire Pit  
 Courtyard  
 Deck  
 Decorative Shutters  
 Extra Building  
 Fence  
 Fruit Trees  
 Grill  
 None  
 None  
 Other  
 Outdoor Fireplace  
 Outdoor Kitchen  
 Outdoor Shower  
 Patio  
 Pond  
 Privacy Wall  
 Private Road  
 Room for Pool  
 Sprinkler Auto  
 Sprinkler Manual  
 Storage  
 Tennis Court  
 Water Display

**\*Fields that are BOLD are REQUIRED.**

**Exterior Finish:**

- Aluminum Siding
- Brick
- Other
- Stone
- Stucco
- Vinyl Siding
- Wood Siding

**Floor Plan Type:**

- Courtyard
- Efficiency
- Great Room
- Other
- Split Bedrooms
- 2 Story

**Flooring:**

- Brick
- Carpet
- Concrete
- Laminate
- Marble
- Other
- Parquet
- Terrazzo
- Tile
- Vinyl
- Wood

**Gas**

- Yes
- No

Gas Description:

- Natural
- Propane

**Guest House Description:**

- 1 Bath
- 1 Bedroom
- 2+ Baths
- 2+ Bedrooms
- Balcony
- Cabana
- Carport
- Conforming
- Efficiency
- Garage
- Kitchen
- Living Room
- NonConforming
- Patio
- Screened Porch

Guest House Living Area: \_\_\_\_\_

**Heat:**

- Central Electric
- Gas Natural
- Gas Propane
- Heat Pump
- None
- Other
- Solar
- Wall Unit
- Window Unit
- Zoned

**Interior Features:**

- Bar
- Built-in Cabinets
- Cable Prewire
- Cathedral Ceiling
- Closet Cabinets
- Coffered Ceiling
- Custom Mirrors
- Disability Equipment
- Exclusions
- Fire Sprinkler

- Fireplace
- Foyer
- French Doors
- Internet Available
- Laundry Tub
- Multi Phone Lines
- Other
- Pantry
- Pull Down Stairs
- Smoke Detectors
- Surround Sound
- Tray Ceiling
- Vaulted Ceiling
- Volume Ceiling
- Walk-In Closet
- Wet Bar
- Wheel Chair Access
- Window Coverings
- Zero/Corner Dr

**Irrigation:**

- Assessment Paid
- Assessments Unpaid
- Betterment
- Central
- Lake/Canal
- None
- Reclaimed
- Well

**Kitchen:**

- Built-in Desk
- Dome Kitchen
- Gas Available
- Island
- Pantry
- Walk-In Pantry

**Lot Description:**

- 3 Lots
- 4 Lots
- 5+ Lots
- Across from Beach Access
- Across from Waterfront
- Corner
- Cul-de-sac
- Dead End
- Golf Course
- Horses OK
- Irregular Shape
- Other
- Oversize
- Regular
- Zero Lot Line

**Maintenance:**

- Cable
- Concierge Service
- Fidelity Bond
- Golf Course
- Insurance
- Internet/Wi-Fi Access
- Irrigation Water
- Laundry Facilities
- Lawn/Land Maintenance
- Legal/Accounting
- Manager
- Master Antenna/Satellite
- Master Assn Fee Included
- None
- Pest Control Exterior

**Master Bath Description:**

- Pest Control Interior
- Rec Facilities
- Repairs
- Reserve
- Security
- Sewer
- Street Lights
- Street Maintenance
- Trash Removal
- Water
- 2 Masters
- ADA Accessible
- Bidet
- Combo Tub and Shower
- Dual Sinks
- Jetted Tub
- Multiple Shower Heads
- None
- Separate Tub and Shower
- Shower Only
- Tub Only

**Management:**

- Condo
- Developer
- None
- On-Site
- Professional
- Residents

**\*Fields that are BOLD are REQUIRED.**

**Parking:**

- 1 Assigned
- 2 Assigned
- 2+ Spaces
- Circle Drive
- Common
- Covered
- Wheelchair Access
- Deeded
- Driveway Paved
- Driveway Unpaved
- Electric Vehicle Charging
- Free Standing
- Golf Cart
- Guest
- Load Space
- None
- Paved Parking
- RV – Boat
- Special Purchase
- Special Rental
- Under Building Closed
- Under Building Open

**Possession:**

- At Closing
- Lease Back
- Long Close
- Negotiable
- See Remarks
- Prior to Closing
- Subject to Lease

**Restrictions:**

- Architectural
- Deeded
- Endangered Species
- Housing for Older Persons
- Limited Number Vehicles
- Limited Build Time
- No Commercial
- No Corporate Buyer
- No Motorcycles
- No Rental
- No RV
- No Truck
- None/Other

**Road:**

- Access Road
- Alley
- City Maintained
- County Maintained
- Cul-De-Sac
- Dead End
- Dirt Road
- Gravel
- No Access Road
- Paved Road
- Private Road
- Unpaved Road

**Roof:**

- Built-Up or Flat
- Metal
- Rolled Roof
- Shingle
- Slate
- Tile
- Wood

**Rooms - Additional:**

- Atrium
- Attached Apartment
- Balcony
- Den-Study
- Exercise Room
- Family Room
- Florida Room
- Glass Porch
- Great Room
- Guest Bath
- Guest Room
- Home Office
- Laundry in Garage
- Laundry in Residence
- Loft
- Media Room
- None
- Open Lanai/Porch
- Other
- Recreation
- Screened Balcony
- Screened Lanai/Porch
- Workshop

**Private Pool:**

- Yes  No
- Pool Description:**
- Above Ground
- Below Ground
- Concrete
- Custom Upgrades
- Equipment Stays
- Fiberglass
- Heated Electric
- Heated Gas
- Heated Geo
- Heated Solar
- Indoor
- Lap Pool
- Negative Edge
- Pool Bath
- Salt Water System
- Screened
- Self Cleaning
- Vinyl

**Private Spa:**

- Yes  No
- Spa Description:**
- Above Ground
- Below Ground
- Concrete
- Equipment Stays
- Fiberglass
- Heated Electric
- Heated Gas
- Heated Geo
- Heated Solar
- Indoor
- Pool Bath
- Pool Integrated
- Screened
- Self Cleaning
- Vinyl

**Security:**

- Alarmed Monitored
- Alarmed Unmonitored
- Completely Fenced
- Doorman
- Entry Card
- Entry Keypad
- Entry Phone
- Entry TV
- Garage Secured
- Gated
- Guard At Gate
- Lobby
- None
- Patrolled
- Sec. Sys Leased
- Security System Private

**Sewer:**

- Assessment Paid
- Assessment Unpaid
- Betterment
- Central
- Private
- Septic
- Dirt Road
- Gravel
- No Access Road

**Special Info:**

- Abstract Available
- Building Permit
- Coastal Construction Line
- Credit in Lieu of Title Policy
- Deed Restrictions
- Disclosures
- Elevation Certificate
- Foreign Seller
- Home Warranty

- None/Other
- Owner Agent
- Prior Title Insurance
- Seller Disclosure Available
- Special Assessment
- Survey Available
- Title Insurance Provd

**Storm Protection:**

- Impact Resistant Doors
- Impact Resistant Windows
- None
- Other
- Shutters
- Shutters Electric
- Shutters Manual
- Shutters – Screens/Fabric

**\*Fields that are BOLD are REQUIRED.**

**Terms:**

- Agreement for Deed
- Buyer Pays Title
- Buyer Finance/Cash
- Cash Only
- Consider 1<sup>st</sup> Mortgage
- Consider 2<sup>nd</sup> Mortgage
- Exchange
- FHA
- Lease Options
- Lease Purchase
- Model Lease Back
- See Remarks
- Seller Financing
- Seller Pay Closing Cost
- Seller Pays Title
- VA

**View:**

- Basin
- Bay
- Canal
- City
- Creek
- Golf Course
- Gulf
- Gulf & Bay
- Intersecting Canal
- Lagoon
- Lake
- Landscaped Area
- Mangroves
- Parking Lot
- None/Other

**Water:**

- Assessment Paid
- Assessment Unpaid
- Betterment
- Central
- Dual Water
- Filter
- Heat Recover Unit
- Other
- Rev Osmosis-Entire
- Rev Osmosis-Partial
- Softener
- Solar Heater
- Well

**Windows:**

- Arched
- Awning
- Bay
- Casement
- Double Hung
- Impact Resistant
- Jalousie
- Other
- Picture
- Single Hung
- Skylight
- Sliding
- Solar Tinted
- Thermal
- Thermal

**Waterfront:**

- Yes  No

**Gulf Access:**

- Yes  No

**Waterfront Description:**

- Basin
- Bay
- Canal
- Creek
- Fresh Water
- Gulf Frontage
- Intersecting
- Lagoon
- Lake
- Mangrove
- Navigable
- None/Other
- On the Gulf Beach
- Rip Rap
- River Frontage
- Seawall

**Gulf Access Type:**

- Bridge(s)/Indirect
- No Bridge(s)/Direct
- Other
- Via Boat Lift
- Via Boat Lock

**Canal Width:**

- Canal Width 1- 30
- Canal Width 31- 80
- Canal Width 81-120
- Canal Width 121-150
- Canal Width 151-200
- Canal Width 200+

**Financial Information:**

**Total Tax Bill:** \$ \_\_\_\_\_

HOA Description:  Mandatory  Voluntary  None

**Tax Year:** \_\_\_\_\_

**Mandatory HOA:**  Yes  No

**Tax District:**  Community Development District  Municipal Service Tax Unit  
 Municipal Service Tax Development  Not Applicable

**Tax Description:**  City and County  County Only  Homestead  New Construction  
 No Homestead  Other Exemptions  Other/None

HOA Description:  Mandatory  Voluntary

**Mandatory HOA:**  Yes  No

**Master HOA:** \$ \_\_\_\_\_

- Annually  Semi annually
- Monthly  Quarterly

**HOA Fee:** \$ \_\_\_\_\_

- Annually  Semi annually
- Monthly  Quarterly

**Mand. Club Fee:** \$ \_\_\_\_\_

- Annually  Semi annually
- Monthly  Quarterly

**One Time Mand. Club Fee:** \$ \_\_\_\_\_

**One Time Land Lease Fee:** \$ \_\_\_\_\_

**One Time Rec. Lease Fee:** \$ \_\_\_\_\_

**One Time Other Fee:** \$ \_\_\_\_\_

**One Time Special Assessment:** \$ \_\_\_\_\_

**Transfer Fee:** \$ \_\_\_\_\_

**\*Fields that are BOLD are REQUIRED.**

**Condo Fee:** \$ \_\_\_\_\_  
 Annually     Semi annually  
 Monthly     Quarterly

**Rec Lease Fee:** \$ \_\_\_\_\_  
 Annually     Semi annually  
 Monthly     Quarterly

**Special Assess Fee:** \$ \_\_\_\_\_  
 Annually     Semi annually  
 Monthly     Quarterly

**Other Fee:** \$ \_\_\_\_\_  
 Annually     Semiannually  
 Monthly     Quarterly

**Association Management Phone :** \_\_\_\_\_

**Seller Flood Insurance:**  Yes  No

**Application Fee:** \$ \_\_\_\_\_

**Annual Food & Beverage Minimum** \$ \_\_\_\_\_

**Leasing on New Ownership:**  Yes  No

**Lease Limits:**  Yes  No

**# Leases Per Year:** \_\_\_\_\_

**Min. Days of Lease:** \_\_\_\_\_

**Land Lease Fee:** \$ \_\_\_\_\_

Monthly     Quarterly  
 Annually     Semi annually

**Subject to FIRPTA:**  Yes  No

**Subject to Lease:**  Yes  No

**Lease Description:**  Annual  Short Term

**Lease Expiration Date:** \_\_\_\_\_

**Compensation and Misc Information:**

**Single Agent Comp (\$/%):** \_\_\_\_\_

**Trans Broker Comp (\$/%):** \_\_\_\_\_

**Non-Rep Comp (\$/%):** \_\_\_\_\_

Bonus Amount (\$/%) : \_\_\_\_\_

Bonus Amount Description:  Dollar Amount  
 Percentage of Sales Price

**Foreclosed (REO):**  Yes  No

**Potential Short Sale :**  Yes  No

**Short Sale Comp (\$/%):** \_\_\_\_\_

**Auction:**  Yes  No

**Listing on Internet:**  Yes  No

**Address on Internet:**  Yes  No

**VOW Blogging:**  Yes  No

**Show AVM on VOW:**  Yes  No

**Variable Rate Commission:**  Yes  No

**Joint Agency:**  Yes  No

**Internet Sites:**  Broker Reciprocity     Listhub     Homes.com  
 NaplesArea.com     Realtor.com

**Listing on MLS Advantage:**  Yes  No

**Agent & Office Information:**

**Co-List Agent MLSID:** \_\_\_\_\_

**Showing Appointment Required:**  Yes  No

**Listing Date:** \_\_\_\_\_

**Showing Appointment Phone:** \_\_\_\_\_

**Expiration Date:** \_\_\_\_\_

**Target Marketing:**  Yes  No \_\_\_\_\_

**Showing Instructions:**

- |  |   |   |   |
|--|---|---|---|
| <input type="checkbox"/> 24 Hour Notice      | <input type="checkbox"/> Key Box – Supra iBox     | <input type="checkbox"/> Notify Guard     | <input type="checkbox"/> Tenant Occupied  |
| <input type="checkbox"/> Alarm Systems       | <input type="checkbox"/> Key in Listing Office    | <input type="checkbox"/> Owner Occupied   | <input type="checkbox"/> Vacant           |
| <input type="checkbox"/> Call Listing Agent  | <input type="checkbox"/> Listing Office Accompany | <input type="checkbox"/> Pet On Premises  | <input type="checkbox"/> Virtual Showings |
| <input type="checkbox"/> Call Listing Office | <input type="checkbox"/> No Same Day Showings     | <input type="checkbox"/> Prior Day Notice |   |

**\*Fields that are BOLD are REQUIRED.**

- Click Showing Icon
- Key Box – Other
- No Sign on Property
- None
- Short Notice OK
- Sign On Property

**Listing Type:**

- Exclusive Agency
- Exclusive Agency with Exclusions
- Exclusive Right to Sell
- Exclusive Right to Sell w/ Exclusions
- Limited Services

**Is there a sign on the property with seller contact information?**  Yes  No

**Contact seller for Showing?**  Yes  No

**Listing Broker will be available on contract presentation and negotiations?**  Yes  No

**Listing Broker will perform post contract services (Follows-up contract to closing)?**  Yes  No

**Settlement Agent Information:**

Settlement Agent Name: \_\_\_\_\_ Settlement Agent Address: \_\_\_\_\_

Settlement Agent Phone: \_\_\_\_\_ Settlement Agent Email: \_\_\_\_\_

**Remarks:**

**Property Information:**

**Maximum 1200 Characters**

*Note: Written Description of property only*

*No Names, Phone/Fax number, Gate/Access Codes or website/URL addresses allowed.*

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**Confidential Remarks:**

**Maximum 1500 Characters**

*Note: No Gate/Access Codes Allowed.*

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**Driving Information:**

**Maximum 1200 Characters**

*Note: Directions to Property Only.*

*No Names, Phone/Fax number, Gate/Access Codes or website/URL addresses allowed.*

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**\*Fields that are BOLD are REQUIRED.**