

Listing Information Sheet

Date: _____

Listing Agent: _____

MLS Number _____ Area: _____ Grid: _____

Property Address: _____

City, ST, Zip: _____

Seller Name: _____

List Price: _____ Expiration Date: _____

Office Use	FORMS REQUIRED
_____	_____ 1. Checklist
_____	_____ 2. Listing Agreement (Must be signed & original)
_____	_____ 3. Home Warranty (Accepting/Rejecting)
_____	_____ 4. Brokerage Relationship Disclosure
_____	_____ 5. Seller's Property Defects Disclosure
_____	_____ 6. Homeowner Assoc. and/or condo docs (State Law Required)
_____	_____ 7. Lead Base Paint Form (1977 or older home)
_____	_____ 8. Mold Disc
_____	_____ 9. Seller's Estimated Expenses
_____	_____ 10. Print out of County Records
_____	_____ 11. Mortgage Information form (if applicable)
_____	_____ 12. Listing Input Sheet (Must be signed & original)
_____	_____ 13. Copy of "Full View Agent Listing Synopsis" from MLS
_____	_____ 14. Condo Questionnaire (If Condo)-Refer to Condo Checklist for other needed documents
_____	_____ 15. Input into KWLS system (required)