

Mandatory Field
All Property Types

Optional Field
All Property Types

MLS LISTING # _____

FOR BOARD USE ONLY FOR A NEW LISTING OR TO BE COMPLETED FOR A RE-RUN.

LOCATION

PIN # _____ MLS DISTRICT _____ MUNICIPALITY _____

STREET NUMBER _____ STREET NAME _____ ABBREVIATION _____ DIR _____ APT/UNIT # _____ POSTAL CODE _____

PROPERTY MANAGEMENT COMPANY

FRONTING ON (check 1 code)

- East South
 North West

LOT FRONT

LOT DEPTH

LOT SIZE CODE

- Feet Metres Acres

LOT IRREGULARITIES

ACRES (check 1 code)

- Less than .49 Acres .50 – 1.99 Acres 2 – 4.99 Acres 5 – 9.99 Acres
 10 – 24.99 Acres 25 – 49.99 Acres 50 – 99.99 Acres 100 + Acres

DIRECTION/MAIN CROSS STREETS

MAP

MAP COL

_____ (NUMERIC)

MAP ROW

_____ (ALPHA)

NOT MANDATORY FOR X AND Z

AMOUNTS/DATES/INCLUDED

LEASE PRICE _____ CONTRACT COMMENCEMENT MM/DD/YYYY EXPIRY DATE MM/DD/YYYY POSSESSION DATE _____ HOLDOVER DAYS _____

LANDLORD NAME

LEASE TERM (check 1 code)

- 1 Year Monthly
 2 Year Short Term
 3 Year + Weekly

PAYMENT FREQUENCY (check 1 code)

- Weekly Annually
 Monthly Other

PAYMENT METHOD (check 1 code)

- Cheque Direct Withdrawal
 Credit Card Other

RENTAL APPLICATION REQ.

- Yes No

DEPOSIT REQ.

- Yes No

CREDIT CHECK

- Yes No

EMPLOYMENT LETTER

- Yes No

LEASE AGREEMENT

- Yes No

REFERENCES REQ.

- Yes No

BUY OPTION

- Yes No

INCLUDED IN LEASE COST

ALL INCLUSIVE *

- Yes No

CABLE TV INCLUDED

- Yes No

CAC INCLUDED

- Yes No

COM. ELEMENTS INCLUDED

- Yes No

HYDRO INCLUDED

- Yes No

HEAT INCLUDED

- Yes No

WATER INCLUDED

- Yes No

PARKING INCLUDED

- Yes No

*IF ALL INCLUSIVE = YES then rest of fields Not Mandatory

EXTERIOR

TYPE (check 1)

- Attached/Row/Street
Townhouse
 Business
 Cottage
 Detached
 Detached with
Common Elements
 Duplex
 Farm
 Fourplex
 Link

- Lower Level
 Mobile/Trailer
 Multiplex
 Other
 Room
 Rural Residential
 Semi-Detached
 Shared Room
 Store with Apt/Office
 Triplex
 Upper Level
 Vacant Land

ADDITIONAL MONTHLY FEES*

*Fees for Detached with
Common Elements only

STYLE (check 1)

- 1 1/2 Storey
 2 Storey
 2 1/2 Storey
 3 Storey
 Apartment

- Bachelor/Studio
 Backsplit 3 Level
 Backsplit 4 Level
 Backsplit 5 Level
 Bungalow
 Bungalow – Raised
 Loft
 Other
 Sidesplit 3 Level
 Sidesplit 4 Level
 Sidesplit 5 Level

EXTERIOR (check up to 2)

- Aluminum Siding
 Board & Batten
 Brick
 Brick Front
 Concrete
 Insulbrick
 Log
 Metal/Steel Siding
 Other
 Shingle

(cont'd on page 2)

ROOMS/DETAILS/DESCRIPTIONS – ALL RESIDENTIAL PROPERTY TYPES (Searchable)

LEVELS

Basement
 Flat (use with apartments)
 2nd
 3rd
 Ground
 In Between (1/2 level)
 Lower level
 (use with splits)
 Main (use with splits)
 Sub-basement
 (use with splits)
 Upper level
 (use with splits)

ROOMS

Bathroom
 Bedroom
 2nd Bedroom
 3rd Bedroom
 4th Bedroom
 5th Bedroom
 Breakfast
 Cold Room/Cantina
 Common Room
 Den
 Dining
 Exercise
 Family
 Foyer
 Furnace
 Games
 Great Room
 Kitchen
 Laundry
 Library
 Living
 Locker
 Loft
 Master Bedroom
 Media/Entertainment
 Nursery
 Office
 Other
 Pantry
 Playroom
 Powder Room
 Recreation Room
 Sitting
 Solarium
 Study
 Sun Room
 Tandem Room
 Utility
 Workshop

BARS

Dry Bar
 Wet Bar

BATHS

2 piece
 2 piece ensuite
 3 piece
 3 piece ensuite
 4 piece
 4 piece ensuite
 5 piece
 5 piece ensuite
 6 piece
 6 piece ensuite
 7 piece
 7 piece ensuite
 Bidet
 Ensuite
 Semi-ensuite (walk-thru)
 Separate Shower
 Soaker
 Step-Up
 Sunken
 Walk-in Bath
 Whirlpool

BUILT-INS

Appliances
 Bar
 Bookcase
 Built-in Speakers
 Closet
 Counter-top Stove
 Desk
 Dishwasher
 Fish Tank

CODES

B
 F
 2
 3
 G
 I
 L
 M
 S
 U

Fridge
 Microwave
 Oven
 Range
 Shelves
 Stove
 Vanity

CEILING

Accoustic
 Beamed
 Cathedral
 Coffered
 Dropped
 Illuminated
 Mirrored
 Moulded
 Plaster
 Skylight
 Stucco
 Tiled
 Vaulted

CLOSETS

Built-in
 Cedar
 Closet
 Closet Organizer
 Double
 His & Hers
 Large
 Linen
 Mirrored
 Walk-in
 Walk Through
 Wall-to-Wall

COUNTERS
 Concrete Counter
 Corian Counter
 Custom Counter
 Glass Counter
 Granite Counter
 Moulded Counter
 Stainless Steel Counter
 Stone Counter

DOORS

Automatic Doors
 Colonial
 Double
 Dutch
 Folding
 French
 Glass Doors
 Louvered
 Pocket
 Saloon
 Side
 Sliding Doors
 Swing

FIREPLACE/STOVE

Acorn Stove
 Brick
 Closed
 Electric
 Fireplace
 Floor to Ceiling
 Franklin Stove
 Gas
 Imitation
 Insert
 Marble
 Pellet
 Roughed-in
 Stone
 Wall-to-Wall
 Wood Stove
 Zero Clearance

FLOORING

Bamboo Floor
 Broadloom
 Ceramic
 Concrete
 Cork Floor
 Cushion
 Granite
 Hardwood
 Heated Floor
 Laminate
 Limestone Flooring

Linoleum
 Marble
 Parquet
 Pegged
 Plank Floor
 Raised
 Slate Flooring
 Stone Floor
 Tile
 Tumbled Marble
 Wood

KITCHENS

Breakfast Area
 Breakfast Bar
 Centre Island
 Ceramic Backsplash
 Country
 Custom Backsplash
 Eat-In
 Family Size
 Galley
 Greenhouse
 Hollywood
 Modern
 Pantry
 Renovated
 Stainless Steel Appliances
 Up-dated

LIGHTING

Fluorescent
 Halogen
 Hidden
 Indirect
 Pot
 Recessed
 Track
 Wall Sconce

OVERLOOKS

Backyard
 Dining room
 Family room
 Frontyard
 Garden
 Golf Course
 Greenbelt
 Living room
 Park
 Patio
 Pool
 Ravine
 Water

ROOM COMBINED WITH

Bedroom
 Den
 Dining Room
 Family Room
 Games Room
 Great Room
 Kitchen
 Laundry
 Library
 Living Room
 Master Bedroom
 Nursery
 Office
 Playroom
 Recreation Room
 Sitting Room
 Solarium
 Sun Room
 Workshop

ROOM STYLES

Circular
 Formal
 Irregular
 L-shaped
 Open Concept
 Raised
 Separate
 Sunken

SINKS

Bar
 Ceramic
 Concrete Sink
 Double
 Enamel
 Glass Sink

Marble
 Moulded
 Pedestal
 Porcelain
 Stainless Steel

STAIRS

Circular
 Circular Oak
 Curved
 Double
 Floating
 Metal Railing
 Oak Banister
 Open
 Scarlett O'Hara
 Spiral
 Staircase
 Stair Assist
 Suspended

VIEWS

North
 North East
 North West
 North South
 East
 East West
 South
 South East
 South West
 West

WALK-OUTS

Walk-Out
 to Balcony
 to Deck
 to Garage
 to Garden
 to Greenbelt
 to Patio
 to Pool
 to Porch
 to Ravine
 to Roof
 to Sundeck
 to Sunroom
 to Water
 to Yard

WINDOWS

Above Grade
 Bay
 Bow
 Casement
 Clerestory
 Glass Block
 Greenhouse
 Large Window
 Leaded Glass
 Picture
 Stained Glass
 Window

MISCELLANEOUS

Access to Garage
 Balcony
 Breezeway
 California Shutters
 Ceiling Fan
 Chair Rail
 Crown Moulding
 Elevator
 Enclosed
 Finished
 Hot Tub
 Intercom
 Juliette Balcony
 Mirrored Walls
 Natural Finish
 Networked
 Panelled
 Partly Finished
 Pass Through
 Plate Rail
 Sauna
 Sump Pump
 Unfinished
 Wainscotting
 Walk-thru
 Walk-up
 Wood Trim