



All fields marked with an asterisk () and **Bold Text** are required. (Lookup) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching.

*Type <input type="checkbox"/> Single Family <input type="checkbox"/> Condo <input type="checkbox"/> Multifamily	Additional MLS: _____ (Lookup) Additional MLS #: _____ (10) * Area: _____ (Primary Lookup)
*IDX <input type="checkbox"/> Yes <input type="checkbox"/> No	* Asking Price \$: _____ * Address: _____ <small>St. # St. Dir. *Street Name</small>
* Internet Display <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Guest Listing	Address2: _____ * City: _____ (Lookup) * State: _____ * ZIP+4: _____

ONE OPTION MUST BE SELECTED UNDER THE FOLLOWING KEYWORDS:

* Total Bedrooms (Range) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> _____	* # Full Baths (Range) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> _____	* # ½ Baths (Range) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> _____	* Style <input type="checkbox"/> 1-Story <input type="checkbox"/> 1.5-Story <input type="checkbox"/> 2-Story <input type="checkbox"/> Bi-Level <input type="checkbox"/> Multi-Level <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> MF 1-4 Units <input type="checkbox"/> MF 5+ Units <input type="checkbox"/> Other
* # of ¼ Baths (Range) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> _____	* Basement <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other	* Garage Capacity(Range) <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> _____	

AGENT/OFFICE INFO	*List Agent/Office: _____ Alternate Contact #: _____ (15) Listing Agent 2 / Office: _____ Listing Agent 3 / Office: _____ *List Date: ____/____/____ * Expire Date: ____/____/____ *Comp SA: _____ (4) * Comp BB: _____ (4) * Comp TC: _____ (4) * List Agreement Type: _____ (Lookup) Owner Name: _____ (25) Office Listing #: _____ (25) Type of Ownership: _____ (Lookup) Short Sale Y/N: _____ (Lookup) Auction Property Y/N: _____ (Lookup) Private Realtor Remarks (512 Characters Only): _____ _____ _____
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GENERAL INFORMATION	* Parcel/Tax Code #: _____ (30) Part/Lgr Parcel (Y/N): _____ (Lookup) * Legal : _____ (255) Approx # of Acres: _____ (Float Range) Approx Lot Size: _____ (25) * County: _____ (Lookup) * Township: _____ (Lookup) Section: ____ (2) * School District: _____ (Lookup) Subdivision: _____ (Lookup) * Water Rights: _____ (Lookup) Lake/River Name: _____ (Lookup) Apx Deeded Waterfront Ft: _____ (25) * Approx. Year Built: _____ (Range) * Home Code: _____ (Lookup) * Construction Origin: _____ (Lookup) Off Site Design: _____ (Lookup) Offsite Type: _____ (Lookup)
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ROOM INFO		Dimension (25)	Level (M,U,L)	Flooring (10)		Dimension (25)	Level (M,U,L)	Flooring (10)
	Living Rm				Dining Rm			
	Family Rm				Kitchen			
	Master Bdrm				Utility/Laundry			
	Bedroom 2				Bath			
	Bedroom 3				Deck			
	Bedroom 4				Porch			
					Garage			
		Description (30)		Dimension (25)		Level (M,U,L)		Floor (10)
	Other Room 1							
	Other Room 2							

****Flooring: Carpet, Concrete, Marble, Parquet, Slate, Stone, Tile, Vinyl/Laminated, Wood

***Apx. Above Grade Sqft:** _____ (Range) *** Apx. Total Sqft :** _____ (Range)

TAX INFO	Tax Year: _____ (4) Apx Total Tax Amount: _____ (5) Homestead (Y/N): _____ (Lookup) Homestead Exempt %: _____ (3) Approx. Tax SEV Amount: _____ (10) SEV Year: _____ (Range) Taxable Value: _____ (10) Special Assessment: _____ (10) Summer Taxes: _____ (5) Tax Year Summer _____ (Range) Winter Taxes: _____ (5) Tax Year Winter: _____ (Range)
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REMARKS	*Directions: _____ _____ Cross Street: _____ (50) Public Marketing Remarks (512 Characters Only): _____ _____ Public Addendum (512 Characters): _____ _____ Unbranded Virtual Tour _____ Branded Virtual Tour: _____
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Features: Please select all that apply under each Category.

A. STYLE/DESIGN

1. Apartment Building

2. A/Frame/Chalet

3. Berm/Earth Home

4. Bungalow

5. Cottage

6. Cape Cod

7. Colonial

8. Contemporary

9. Farm House

10. French Provincial

11. Geodesic Dome

12. Historical District

13. Log Home

14. Raised Ranch

15. Ranch

16. Townhouse

17. Tudor

18. Underground

19. Victorian

20. Other

B. CONSTRUCTION

1. Concrete Block

2. Energy Star Rated

3. Frame

4. Frame/Wood

5. ISP Ins Con Forms

6. Log

7. Panelized

8. Pole/Wood

9. SIP Struc Ins Panels

10. Steel

11. Stone/Brick

12. Wood

13. Other

14. Permalog

C. NEW CONSTRUCTION

1. New/Never Occupied

2. Built to Suit

3. Spec

4. Under Construction

D. EXTERIOR SIDING

1. Aluminum

2. Asbestos Shingle

3. Brick Veneer

4. Brick/Stone Masonry

5. Cedar

6. Concrete Block

7. Field Stone

8. Log

9. Log Veneer

10. Pressboard

11. Rough-Sawn

12. Steel

13. Stucco

14. Vinyl

15. Wood

16. Other

E. EXTERIOR FEATURES

1. Antenna

2. Attached Workshop

3. Awnings

4. Cable TV

5. Cable TV Available

6. Curbs

7. Decorative Ponds

8. Hot Tub

9. Irrigation System

10. Kennel

11. Landscaped Grounds

12. Play Equipment

13. Pool Abv Ground

14. Pool In Ground

15. Satellite Dish

16. Sauna

17. Sea-Wall

18. Special Lighting

19. Sprinkler System

20. Storm Wndw/Drs

21. Tennis Court

22. Terraced yard

F. ROOF

1. Asphalt Shingle

2. Composition

3. Concrete

4. Membrane

5. Metal Shingle

6. Metal/Steel

7. Rolled

8. Rubber

9. Tar/Gravel

10. Tile Clay

11. Tile Slate

12. Wood Shake

13. Wood Shingle

14. Other

G. ATTIC

1. Crawl Opening

2. Floored

3. Storage Only

4. None

5. Other

H. FOUNDATION CONSTRUCTION

1. Concrete Block

2. Crawl Space

3. Full Basement

4. Michigan Basement

5. Partial Basement

6. Poured Concrete

7. Slab

8. Walkout

9. Wood

10. Other

I. BASEMENT FEATURES

1. Skirting

2. Partially Finished

3. Fully Finished

4. Daylight Windows

5. Entrance Inside

6. Entrance Outside

7. Egress Windows

J. PORCHES

1. Additional Deck

2. Deck(S)

3. Four Season

4. Gazebo

5. Glassed-In

6. Patio(S)

7. Screen

8. Three Season

9. None

10. Other

K. GARAGE/PARKING

1. Additional Garage

2. Alley Entrance

3. Assigned Parking Space

4. Attached

5. Carport

6. Detached

7. Drive Under/Built-In

8. Garage Door Opener

9. Heated Garage

10. Pole Bldg. Used as Garage

11. Other

L. DRIVE WAY

1. Blacktop

2. Concrete

3. Dirt

4. Gravel

5. Shared

6. None

7. Other

M. ROAD SURFACE/TYPE

1. Black Top

2. Concrete

3. City/Village

4. County Maintained

5. Dirt

6. Easement

7. Gravel

8. Highway Frontage

9. Private

10. Seasonal-Not Maintained

11. Shared

12. Other

N. SEWER

1. City/Municipal Sewer

2. Septic

3. Shared

4. Unknown

5. None

6. Other

O. SEPTIC LOCATION

1. Back

2. Front

3. Side

P. WATER

1. City/Municipal Water

2. Shared

3. Well

4. None

5. Other

Q. WELL LOCATION

1. Back

2. Front

3. Side

R. ELECTRIC SERVICE

1. Attached

2. Available At Street

3. City Electric

4. Consumers Energy

5. Coop Electric

6. DTE

7. Generator Electric

8. Great Lakes Energy

9. Public Service Elec

10. Toppinabee

11. Touchstone

12. None

13. Other

S. GAS SERVICE

1. Attached

2. Available at Street

3. Consumers Energy

4. DTE

5. Mich Con

6. Natural Gas

7. Propane Gas

8. Pub Srvc Avail

9. None

T. HEATING SYSTEM

1. Baseboard

2. Ceiling

3. Electric

4. Floor

5. Forced Air

6. Geo Thermal

7. Gravity Air

8. Heat Pump

9. Hot Water

10. Natural Gas

11. Outdoor Wd Burning Furnace

12. Propane

13. Radiant

14. Solar

15. Space Heater

16. Steam

17. Wall Furnace

18. Wood

19. Zoned

20. None

21. Other

U. AIR CONDITIONING

1. Central Air

2. Window/Wall

3. Other

4. None

V. WATER HEATER

1. Electric

2. Natural Gas

3. Oil

4. Propane

5. Inst On Demand

6. None

7. Other

W. INTERIOR CONSTRUCTION

1. Cedar

2. Drywall

3. Knotty Pine

4. Log

5. Plaster

6. Panel

7. Other

X. ENERGY EFFICIENT

1. Attached Greenhouse

2. Attached Solar Greenhouse

3. Built Green

4. Double Glazed Windows

5. Energy Rated

6. Energy Star Air Filtration

7. Energy Star Appliances

8. Energy Star Cent. Heat/Air

9. Energy Star Roofing

10. High Efficiency Furnace

11. LEED Certified

12. Rainwater Collec/Managemt

13. Set Back Thermostat

14. Solar Domestic Hot Water

15. Solar Hot Water Heat

16. Solar Panel Rough-in

17. Solar with Electric Backup

18. Southern Exposure

19. Storm Doors

20. Storm Windows

21. Triple Glazed Windows

22. Trombe Wall

Y. BATH AREA

1. Ceramic Tile

2. Garden Tub

3. Granite

4. Hot Tub

5. Marble

6. Private Master Bath

7. Shower Over Tub

8. Shower Stall

9. Split Entry off MBR

10. Sauna

11. Whirlpool

Z. BARRIER FREE

1. 36"+ Entrance Doors

2. Bathroom Sink

3. Kitchen Sink

4. Main Floor 1/2 Bath

5. Main Floor Bedroom

6. Main Floor Full Bath

7. Covered Entrance

8. Elevator

9. Extra Width Hallways

10. Grab Bars

11. Handrails

12. Levered Door Knobs

13. Low Threshold Shower

14. Lowered Light Switches

15. Main Floor Access

16. No Steps to Entry

17. Raised Toilet

18. Ramped Entrance

19. Rocker Light Switch

20. Roll-In Shower

21. Sinks With Clearance

22. Widened Doors

23. Yes

24. No

ZA. FIREPLACE

1. One

2. Two

3. Three+

4. Brick

5. Ceramic

6. Corn/Wood Pellet

7. Electric

8. Free-Standing

9. Gas

10. Gas Logs

11. Heatilator

12. Insert

13. Non Functional

14. Raised Hearth

15. Stone

16. Wood Burning

17. Zero Clearance

18. None

ZB. INTERIOR FEATURES

1. 1st Flr Laundry

2. Bay Window

3. Breakfast Nook

4. Built in Bookcase

5. Ceramic Floor

6. Custom Wiring

7. Den/Study/Office

8. Eat-In Kitchen

9. Fire Protection System

10. Foyer Entrance

11. Furnished

12. Great Room

13. Hardwood Floors

14. Indoor Pool

15. Island Kitchen

16. Jetted Tub

17. Large Closet

18. Library/Office

19. Loft

20. Master Bath

21. Pantry

22. Sauna

23. Security System

24. Separate Dining

25. Skylights

26. Solarium/Sun Room

27. Solid Surface Counter Tops

28. Stained Nt Trim

29. Sump Pump

30. Vaulted Ceiling

31. Walk In Closets

32. Wet Bar

33. Window Coverings

34. Workshop

35. Other

ZC. INTERNET CONNECTIVITY

1. Cable

2. Dial-up

3. DSL

4. Satellite

5. T-1

6. None



- ZD. APPLIANCES**
- 1. Central Vacuum
 - 2. Dishwasher
 - 3. Disposal
 - 4. Dryer Electric
 - 5. Dryer Gas
 - 6. Freezer
 - 7. Oven
 - 8. Laundry Hookups
 - 9. Microwave
 - 10. Oven/Range
 - 11. Range/Built In
 - 12. Range/Cntr-Top
 - 13. Range/Electric
 - 14. Range/Gas
 - 15. Refrigerator
 - 16. Trash Compactor
 - 17. Washer
 - 18. Water Filtration
 - 19. Water Softener
 - 20. None

- ZE. LAND/LOT FEATURES**
- 1. Adjoins State/Fed Land
 - 2. Agricultural
 - 3. Christmas Trees
 - 4. Cleared
 - 5. Corner Lot
 - 6. Cul-de-sac
 - 7. Level
 - 8. Open Land Area
 - 9. Recreation
 - 10. Rolling
 - 12. Sloping
 - 13. Some Wet Areas
 - 14. Steep
 - 15. Subdivision
 - 16. Swamp
 - 17. Wooded-Hardwoods
 - 19. Wooded- Mixed
 - 18. Wooded-Pines
 - 19. Other

- ZF. WATER RELATED**
- 1. Access Across Road
 - 2. All Sports Lake
 - 3. Boat Hoist
 - 4. Boat House
 - 5. Boat Launch
 - 6. Boat Mooring
 - 7. Dock
 - 8. Gradual Slope to Water
 - 9. Inland Lake
 - 10. Island
 - 11. No Wake
 - 12. Road End Access
 - 13. Rocky Shoreline/Bottom
 - 14. Sandy Beach
 - 15. Sandy Shoreline/Bottom
 - 16. Sea Wall
 - 17. Soft/Muck Bottom
 - 18. Water View
 - 19. Vegetation to Water's Edge
 - 20. None

- ZG. FARM FEATURES**
- 1. Barn
 - 2. Chicken Coop
 - 3. Equipment Shed
 - 4. Irrigation System
 - 5. Milk Parlor
 - 6. Septic
 - 7. Silo
 - 8. Stable
 - 9. Workshop
 - 10. Well
 - 11. None
 - 12. Other

- ZH. FENCING**
- 1. Chain-Link
 - 2. Electric
 - 3. Invisible Pet
 - 4. Masonry
 - 5. Privacy
 - 6. Shared
 - 7. Wood
 - 8. None
 - 9. Other

- ZI. OUTBUILDINGS**
- 1. Barns
 - 2. Boat House
 - 3. Greenhouse
 - 4. Guest House
 - 5. Pole Building
 - 6. Storage/Garden Shed
 - 7. Workshop
 - 8. None
 - 9. Other

- ZJ. OUTBUILDING FEATURES**
- 1. Bathroom
 - 2. Concrete Floor
 - 3. Electric
 - 4. Floor Covering
 - 5. Heat
 - 6. Loft
 - 7. MultiStory
 - 8. Overhead Door
 - 9. Water
 - 10. Windows

- ZK. ASSOCIATION AMENITIES**
- 1. Boat Launch
 - 2. Building Insurance
 - 3. Camping
 - 4. Club House
 - 5. Common Areas
 - 6. Gated Community
 - 7. Golf Course
 - 8. Gymnasium
 - 9. Insurance
 - 10. Manager
 - 11. Pool
 - 12. Security
 - 13. Snow Removal
 - 14. Tennis Courts
 - 15. Trash
 - 16. Water Access

- ZL. USE RESTRICTIONS**
- 1. Conservation Easement
 - 2. Building & Use Restrictions
 - 3. Commercial Forest Reserve
 - 4. Critical Dune/Erosion
 - 5. Deed Restrictions
 - 6. Fractional
 - 7. Horses Allowed
 - 8. Public Act 116
 - 9. Single Wide Mobiles Allowed
 - 10. Timeshare
 - 11. Unknown
 - 12. None

- ZM. ZONING**
- 1. Agricultural
 - 2. Commercial
 - 3. Industrial
 - 4. Multi-Family
 - 5. Recreational
 - 6. Residential
 - 7. Other
 - 8. None

- ZN. MINERAL RIGHTS**
- 1. Yes Available
 - 2. No Unavailable
 - 3. Lease
 - 4. Partial
 - 5. Reserved
 - 6. Pass W/ Title
 - 7. Unknown
 - 8. Other

- ZO. PRESENT USE**
- 1. Bed & Breakfast
 - 2. Adult Foster Care
 - 3. Cash Crop
 - 4. Cattle Farm
 - 5. Commercial
 - 6. Dairy Farm
 - 7. Hobby Farm
 - 8. Hog Farm
 - 9. Horse Farm
 - 10. Lease/Rental
 - 11. Recreational
 - 12. Residential
 - 13. Seasonal
 - 14. Tree Farm
 - 15. Other
 - 16. None

- ZP. ASSESSMENTS**
- 1. Association Fees
 - 2. Sidewalks
 - 3. Curb & Gutter
 - 4. Fire Service
 - 5. Road/Street
 - 6. Sewer
 - 7. Water
 - 8. Other

- ZQ. DOCUMENTS/DISCLOSURES**
- 1. Abstract
 - 2. Agency Disclosure
 - 3. Association Fee Info
 - 4. Deed Restrictions
 - 5. Enviro Info
 - 6. Lbp Disclosure
 - 7. Lease Agreement
 - 8. Lengthy Legal
 - 9. Monthly Rent
 - 10. Master Deed
 - 11. Sub Restrictions
 - 12. Sellers Disclosure
 - 13. Survey
 - 14. Title Insurance
 - 15. Utility Bills
 - 16. Online
 - 17. None
 - 18. Other Reports

- ZR. OCCUPANCY**
- 1. Occupied
 - 2. Owner
 - 3. Tenant
 - 4. Vacant

- ZS. HOME WARRANTY**
- 1. Yes
 - 2. No
 - 3. Available

- ZT. POSSESSION**
- 1. At Closing
 - 2. Pre-Closing
 - 3. Delayed
 - 4. Negotiable
 - 5. Subject To Tenants Rights
 - 6. 30 Days
 - 7. 45 Days
 - 8. 60 Days
 - 9. 90 Days
 - 10. Other

- ZU. FINANCING TERMS**
- 1. Assumption
 - 2. Cash
 - 3. Conventional
 - 4. Land Contract
 - 5. FHA/VA
 - 6. FMHA
 - 7. Purchase Money
 - 8. Trade/Exchange
 - 9. Buy-Down
 - 10. Consider All
 - 11. Lease W/ Option
 - 12. Owner Carry 2Nd
 - 13. Rural Development
 - 14. Other

- ZV. SHOWING INSTRUCTIONS**
- 1. Alarm System
 - 2. Call Lst Agent
 - 3. Call Lst Office
 - 4. Call Before Show Code
 - 5. Key in List Office
 - 6. Must have Appt
 - 7. No Sign
 - 8. Pets on Premises
 - 9. Private Lockbox
 - 10. Property Winterized
 - 11. Show w/List agt
 - 12. Sentrilock Lockbox
 - 13. Other-See Remarks