

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
_____	_____	_____
CONDO REGISTRY OFFICE ▲	CONDO CORP # ▲	PROPERTY MANAGEMENT COMPANY
_____	_____	_____

LOCKER #	DIRECTION/MAIN CROSS STREETS	MAP #
_____	_____	_____
		MAP COL (NUMERIC)
		MAP ROW (ALPHA)

▲ NOT REQUIRED FOR TIME SHARE NOT MANDATORY FOR X AND Z

AMOUNTS/DATES

LIST PRICE	TAXES *	TAX YEAR	ASSESSMENT	ASSESSMENT YR
_____	\$ _____	_____	_____	_____
CONTRACT COMMENCEMENT	EXPIRY DATE	POSSESSION DATE	HOLDOVER DAYS	# SHARES % **
MM/DD/YYYY	MM/DD/YYYY	_____	_____	_____
MAINTENANCE *				

SELLER NAME				

1ST MORTGAGE *	INTEREST RATE ■	PAYMENT ■	FREQUENCY ■	PAYMENT INCL ■
\$ _____	_____	_____	_____	_____
OTHER ENCUMBRANCES/TYPE (2ND, 3RD, LANDEASE, ETC.)				
\$ _____				
MORTGAGE COMMENTS (80 CHARACTERS)				

* BUSINESS NOT MANDATORY ■ IF 1ST MORTGAGE IS GREATER THAN "0" REST OF FIELD IS MANDATORY

EXTERIOR

TYPE (check 1) <input type="checkbox"/> Common Element Condo <input type="checkbox"/> Condo Apartment <input type="checkbox"/> Condo Townhouse <input type="checkbox"/> Co-Op Apartment <input type="checkbox"/> Co-Ownership Apartment <input type="checkbox"/> Detached Condo <input type="checkbox"/> Leasehold Condo <input type="checkbox"/> Other <input type="checkbox"/> Phased Condo <input type="checkbox"/> Semi-Detached Condo <input type="checkbox"/> Time Share <input type="checkbox"/> Vacant Land Condo	EXTERIOR (check up to 2) <input type="checkbox"/> Aluminum Siding <input type="checkbox"/> Board & Batten <input type="checkbox"/> Brick <input type="checkbox"/> Brick Front <input type="checkbox"/> Concrete <input type="checkbox"/> Insulbrick <input type="checkbox"/> Log <input type="checkbox"/> Metal/Steel Siding <input type="checkbox"/> Other <input type="checkbox"/> Shingle <input type="checkbox"/> Stone <input type="checkbox"/> Stucco (Plaster) <input type="checkbox"/> Vinyl Siding <input type="checkbox"/> Wood	GARAGE TYPE (check 1) <input type="checkbox"/> Attached <input type="checkbox"/> Built-In <input type="checkbox"/> Carport <input type="checkbox"/> Detached <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Surface <input type="checkbox"/> Underground	PARKING/DRIVE (check 1) <input type="checkbox"/> Facilities <input type="checkbox"/> Mutual <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Private <input type="checkbox"/> Surface <input type="checkbox"/> Underground	PARKING SPOT #1 _____ PARKING SPOT #2 _____ PARKING COST/MO _____ EXPOSURE ^A <input type="checkbox"/> East <input type="checkbox"/> East West <input type="checkbox"/> North <input type="checkbox"/> North East <input type="checkbox"/> North South
STYLE (check 1) <input type="checkbox"/> 2-Storey <input type="checkbox"/> 3-Storey <input type="checkbox"/> Apartment <input type="checkbox"/> Bachelor/Studio <input type="checkbox"/> Bungalow <input type="checkbox"/> Loft <input type="checkbox"/> Multi-Level <input type="checkbox"/> Other <input type="checkbox"/> Stacked Townhouse	GARAGE SPACES _____	PARKING/DRIVE SPACES _____	PARKING TYPE (check 1) <input type="checkbox"/> Common <input type="checkbox"/> Exclusive <input type="checkbox"/> None <input type="checkbox"/> Owned <input type="checkbox"/> Rental	

(cont'd on page 2)

EXTERIOR (continued)

- ☐ North West
☐ South
☐ South East
☐ South West
☐ West

BALCONY ^A

- ☐ Enclosed
☐ None
☐ Open
☐ Terrace

SPECIAL DESIGNATION ^A

- (check 1)**
☐ CRCD-Certificate Granted
☐ Expropriation
☐ Heritage
☐ Other
☐ Unknown

^A OTHER NOT MANDATORY

APPROXIMATE AGE

(check 1)

- ☐ New
☐ 0 - 5 Years
☐ 6 - 15 Years
☐ 16 - 30 Years
☐ 31 - 50 Years
☐ 51 - 99 Years
☐ 100 + Years

APPROX SQUARE FOOTAGE

(check 1)

- ☐ 0 - 499
☐ 500 - 699
☐ 700 - 899
☐ 900 - 1099
☐ 1100 - 1299
☐ 1300 - 1499
☐ 1500 - 2000
☐ 2000 - 2500
☐ 2500 - 3000
☐ 3000 - 3500
☐ 3500 - 5000
☐ 5000 +

PROPERTY FEATURES

(check up to 2)

- ☐ Bush
☐ Clear View
☐ Cul de Sac
☐ Equestrian
☐ Island
☐ Lake Access
☐ Lake Backlot
☐ Lake/Pond
☐ Level
☐ Part Cleared
☐ Ravine
☐ River/Stream
☐ Rolling
☐ Sloping
☐ Terraced
☐ Tiled
☐ Treed
☐ Waterfront

AREA INFLUENCES

(check up to 2)

- ☐ Golf
☐ Greenbelt/Conservation
☐ Lake/Pond/River
☐ Park
☐ Public Transit
☐ Rec./Commun.Centre
☐ Skiing
☐ Wooded

INCLUDE IN MAINTENANCE COSTS

HEAT INCLUDED

- ☐ Yes ☐ No

HYDRO INCLUDED

- ☐ Yes ☐ No

WATER INCLUDED

- ☐ Yes ☐ No

CABLE T.V. INCLUDED

- ☐ Yes ☐ No

CONDO TAXES INCLUDED

- ☐ Yes ☐ No

CAC INCLUDED

- ☐ Yes ☐ No

COMMON ELEM. INCLUDED

- ☐ Yes ☐ No

BUILDING INS. INCLUDED

- ☐ Yes ☐ No

PARKING INCLUDED

- ☐ Yes ☐ No

INTERIOR

ROOMS

+

BEDROOMS

+

KITCHENS

WASHROOMS

X X

X X

FAMILY ROOM ^{above grade}

- ☐ Yes ☐ No

BASEMENT

(check up to 2)

- ☐ Apartment
☐ Crawl Space
☐ Finished
☐ Finished with Walk-Out
☐ Full
☐ Half
☐ None
☐ Other
☐ Partial Basement
☐ Partially Finished
☐ Separate Entrance
☐ Unfinished
☐ Walk-Out

FIREPLACE/STOVE (Operational)

- ☐ Yes ☐ No

HEAT SOURCE

(check 1)

- ☐ Electric
☐ Gas
☐ Ground Source
☐ Oil
☐ Other
☐ Propane
☐ Solar
☐ Wood

HEAT TYPE

(check 1)

- ☐ Baseboard
☐ Forced Air
☐ Heat Pump
☐ Other
☐ Radiant
☐ Water

CENTRAL AIR

- ☐ Yes ☐ No

ENSUITE LAUNDRY

- ☐ Yes ☐ No

PETS PERMITTED

- ☐ Yes ☐ No
☐ Restricted

UFFI

(check 1)

- ☐ No
☐ Partially Removed
☐ Removed
☐ Yes

EXERCISE ROOM/GYM

(check 1)

- ☐ Both
☐ Exercise
☐ Gym
☐ None

LOCKER

(check 1)

- ☐ Common
☐ Ensuite
☐ Ensuite + Common
☐ Ensuite + Exclusive
☐ Ensuite + Owned
☐ Exclusive
☐ None
☐ Owned

POOL

(check 1)

- ☐ Both
☐ Indoor
☐ None
☐ Outdoor

RECREATION ROOM

(check 1)

- ☐ No
☐ Yes

SAUNA

(check 1)

- ☐ No
☐ Yes

SECURITY GUARD SYSTEM

(check 1)

- ☐ Both
☐ Guard
☐ None
☐ System

SQUASH/RACQUET COURT

(check 1)

- ☐ Both
☐ None
☐ Racquet
☐ Squash

TENNIS COURT

(check 1)

- ☐ No
☐ Yes

ROOMS/DETAILS

LEVEL	ROOM	LENGTH metres	WIDTH metres	DESCRIPTION (up to 3 per room as per table)
Rm 1				
Rm 2				
Rm 3				
Rm 4				
Rm 5				
Rm 6				
Rm 7				
Rm 8				

COMMENTS

REMARKS FOR CLIENTS (use up to 275 characters)

1. Appear in the Brokerage Full, Client Full and Flyer Reports in Toronto MLS.
2. Are published on the Internet.
3. Are NOT published in the Dailies or Books.

EXTRAS (use up to 240 characters)

1. Appear in the Brokerage Full and Client Full Reports in Toronto MLS.
2. Are published on the Internet.
3. Are published in the Dailies and the Books.

REMARKS FOR BROKERAGES (use up to 200 characters)

1. Appear in the Brokerage Full Report in Toronto MLS and not on the Client Reports.
2. Are not published on the Internet.
3. Are published in the Dailies and the Books.

OTHER

LISTING BROKERAGE

BROKER 1/SALESPERSON 1

BROKER 2/SALESPERSON 2

COMMISSION TO CO-OPERATING BROKERAGE

OFFICE PHONE

L.B. FAX NO.

BROKER 1/SALESPERSON 1 PHONE

BROKER 2/SALESPERSON 2 PHONE

OPEN HOUSE DATE

M M / D D / Y Y Y Y

SPIS

PERMISSION TO ADVERTISE

CONTACT AFTER EXPIRED

DISTRIBUTE TO INTERNET

DISPLAY ADDRESS ON INTERNET

☐ Yes ☐ No

☐ Yes (B)

☐ No (A)

☐ Yes ☐ No

☐ Yes ☐ No

☐ Yes ☐ No

FROM

TO

HR : MIN

HR : MIN

OPEN HOUSE NOTES

APPOINTMENTS

OCCUPANCY

(check 1)

☐ Owner/Tenant ☐ Owner ☐ Partial ☐ Tenant ☐ Vacant

VIRTUAL TOUR URL (100 characters)

PHOTO OPTIONS

☐ Use photo from photo library

☐ Upload your own photo

☐ Mail in photo

☐ Photographer take new photo

☐ No photo for this listing

ADDITIONAL PHOTOS

☐ Yes ☐ No

PHOTOGRAPHER DIRECTION

(37 characters)

NEWS AD

☐ Yes ☐ No

SELLER HEREBY ACKNOWLEDGES HAVING RECEIVED A COPY OF PART 2 OF 2 OF THE LISTING AGREEMENT.

SIGNATURE _____

DATE _____

SIGNATURE _____

DATE _____

FORM 291

REV. 02/2007

SELLERS INITIALS

Page 3 of 3

WEBForms™ Feb/2007

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

Bedroom
2nd Bedroom
3rd Bedroom
4th Bedroom
5th Bedroom
Breakfast
Den
Dining
Exercise
Family
Foyer
Furnace
Games
Great Room
Kitchen
Laundry
Library
Living
Locker
Loft
Master Bedroom
Nursery
Office
Other
Pantry
Playroom
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
Ensuite
Semi-ensuite (walk-thru)
Separate Shower
Step-Up
Sunken

BUILT-INS

Appliances
Bar
Bookcase
Closet
Counter-top Stove
Desk
Dishwasher

Fish Tank
Fridge
Microwave
Oven
Range
Shelves
Stove
Vanity

CEILINGS

Acoustic
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
Wall-to-Wall

DOORS

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

FIREPLACE/STOVE

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

FLOORING

Broadloom
Ceramic
Concrete
Cushion
Dirt
Granite
Hardwood
Laminate
Limestone Flooring
Linoleum
Marble
Parquet
Pegged

Raised
Slate Flooring
Tile
Wood

KITCHENS

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

LIGHTING

Fluorescent
Halogen
Hidden
Indirect
Pot
Recessed
Track
Wall Sconce

OVERLOOKS

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

ROOM COMBINED WITH

Bedroom
Den
Dining Room
Family Room
Games 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
Double
Enamel
Marble
Moulded
Pedestal

Porcelain
Stainless Steel

STAIRS

Circular
Circular Oak
Curved
Double
Floating
Metal Railing
Oak Banister
Open
Scarlet O'Hara
Spiral
Staircase
Suspended

VIEWES

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 Greenbelt
to Patio
to Pool
to Porch
to Ravine
to Roof
to Sundeck
to Water
to Yard

WINDOWS

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

MISCELLANEOUS

Access to Garage
Breezeway
Cantina
Ceiling Fan
Chair Rail
Crown Moulding
Enclosed
Finished
Hot Tub
Intercom
Juliette Balcony
Mirrored Walls
Natural Finish
Panelled
Partly Finished
Pass Through
Plate Rail
Sauna
Sump Pump
Unfinished
Wainscoting
Walk-thru
Walk-up
Wine/Cold Cellar
Wood Trim