Property Address: _____

| | City | State | Zip Code |

Agent Name: _____ **Date Listed:** _____ **Listing Number:** _____

---

*Status
☐ New

*Property Attached
☐ Yes ☐ No

*Senior Living (55+)
☐ Yes ☐ No

*Property Subtype

☐ Apartment   ☐ Manufactured Home ☐ Villa/Patio Home

☐ Cabin   ☐ Manufactured on Land

☐ Condo   ☐ Mobile Home

☐ Duplex   ☐ Single Family Residence

☐ Farm   ☐ Townhouse

Asterisk Denotes Required Field

*Agent ID_____
*Office ID_____
Co-Agent ID_____
Co-Office ID_____

---

*County _____ *Address#_____ Direction_____

*Street Name_____ *Street Type_____

Post Direction_____ Unit#_____ *City_____ *State_____

*Zip Code_____ *Parcel #_____

*Subdivision_____

If County or City is not listed, contact GPRMLS Office

---

*Listing Price _____

*List Date_____ (Date on Listing Agreement)

*Expiration Date_____

Legal Description (250 Char) _____
_____
_____
_____
_____

---

*Cats Allowed ☐ Yes ☐ No

*Dogs Allowed ☐ Yes ☐ No

*Non-Smoking Unit ☐ Yes ☐ No

*Lease Terms_____

*Professionally Managed ☐ Yes ☐ No

*Section 8 Accepted ☐ Yes ☐ No

*For Sale ☐ Yes ☐ No

*Purchase Option Available ☐ Yes ☐ No

*Application Fee: _____

*Deposit Amount: _____

*Date Available: _____

Total Acres _____

Lot Square Ft. _____

Lot Dimensions (Actual, not Irreg.) (45 Char)

_____

Lot Dimension Source
☐ Assessor   ☐ GIS Calculated   ☐ Measured
☐ Other   ☐ Public Records   ☐ Plat Map

*Protective Covenants ☐ Yes ☐ No ☐ Unknown

Restrictions
☐ Airport Environs Dis ☐ Capitol Environs Dis ☐ Historic
Preservation ☐ Other ☐ Planned Unit Development

---

*Occupant Type ☐ Owner ☐ Tenant ☐ Vacant

HOA ☐ Yes ☐ No
If yes:
*HOA Name_____

*SID ☐ Yes ☐ No
If Yes, *SID Number:_____

*Agent Has Equity
☐ Yes ☐ No

*Commission Compensation Code_____

GRN. Certified Green
(If selected, the certification must be attached in Associated Documents)
☐ 1. NAHD   ☐ 2. LEED   ☐ 3. Nebraska
☐ 4. Energy Star

HERS ☐ Yes ☐ No
 If YES,
*HERS Rating Year_____
*HERS *Rating (Whole Number only)_____

Tax Database ID
☐ CRS Tax - IA ☐ CRS Tax - NE
Tax ID (Auto-filled)

*Bedrooms_____
(Conforming Only in terms of egress)

*Bedrooms Above Grade_____

*Bathrooms_____

*# Of Fireplaces_____

FP. Fireplace Type
☐ 1. Direct Vent Gas   ☐ 4. Gas Log
☐ 2. Electric   ☐ 5. Wood Burn.
☐ 3. Gas Log Ltr.   ☐ 6. Wood

*Garage Spaces_____

GAR. Garage Type

☐ 1. Attached   ☐ 6. Carport
☐ 2. Detached   ☐ 7. Off Street Park
☐ 3. Built-In   ☐ 8. Heated
☐ 4. Tandem   ☐ 9. None
☐ 5. Underground

Finished Only
Lower Lvl Below Grade SqFt_____ (Multi-level and Tri-level Only)

Lower Lvl Above Grade SqFt_____ (Multi-level and Tri-level Only)

*Main Floor SqFt_____

*2nd Floor SqFt_____

*3rd Floor SqFt_____

*4th Floor SqFt_____

*Basement ☐ Yes ☐ No

If Basement Yes:

*Total Basement SqFt_____

Finished Basement_____

*BSF. Basement Feature

☐ 1. Daylight Window   ☐ 7. Other
☐ 2. Crawl Space   ☐ 8. Full
☐ 3. Egress   ☐ 9. Fully Finished
☐ 4. Walkout   ☐ 10. Partial
☐ 5. Walkup   ☐ 11. Partially Finished
☐ 6. Other Window   ☐ 12. Unfinished

*Style (Check only one choice)

☐ 1 Story/Ranch   ☐ Other
☐ 1.5 Story   ☐ Raised Ranch
☐ 1.75 Story   ☐ Split Entry
☐ 2 Story   ☐ Tri-Level
☐ 2.5 Story   ☐ Uncategorized
☐ Multi-Level

*Finished Abv Grd Sqft(System Calctd)
*Total Finished SqFt (System Calculated)
*Tot Finished Below Grade (System Calctd—Sum of LL Below Grade and Finished Basement)

*Square Foot Source
☐ Assessor ☐ Other   ☐ Plans

Architecture

☐ Bungalow   ☐ Log Home
☐ Cape Cod   ☐ Other
☐ Colonial   ☐ Resort
☐ Contemporary   ☐ Traditional
☐ Earth Berm   ☐ Tudor
☐ Geodesic Dome   ☐ Victorian

New Construction
☐ Completed (Never Occupied)
☐ NOT New, Not a Model
☐ Under Construction

*Year Built_____

*School District_____   *Grade Schools_____

*Jr. High School _____   *High School_____

Branded Virtual Tour

_____

Branded Video Link

_____

Unbranded Virtual Tour

_____

Unbranded Video Link

_____

	Length		Width		Level (1,2,3,4,B,V,W) V =Lower Above Grade W= Lower Below Grade
Living Room		X			
Formal Dining		X			
Informal Dining		X			
Kitchen		X			
Kitchen 2		X			
Family Room		X			
Great Room		X			
Rec Room		X			
Office		X			
Laundry		X			*
Primary Bedroom		X			*
Bedroom 2		X			
Bedroom 3		X			
Bedroom 4		X			
Bedroom 5		X			
Bedroom 6		X			
Other 1:		X			
Other 2:		X			
Other 3:		X			

Other Room Names

1. Accessory Apt
2. Bathroom
3. Bedroom
4. Den
5. Dinette
6. Exercise
7. Flex
8. Foyer
9. Game
10. Great Room
11. Hearth Room
12. In Law
13. Library
14. Loft
15. Primary Bath
16. Media/Theatre
17. Mud Room
18. Office
19. Other
20. Pantry
21. Play
22. Sewing
23. Sitting
24. Storage
25. Sun Room
26. Walk In Closet
27. Workshop

*Primary Bath
☐ Yes ☐ No

MBT. Primary Bath Type
☐ 1. Full
☐ 2. 3/4
☐ 3. 1/2
☐ 4. Shower
☐ 5. Whirlpool
☐ 6. Double Sinks
☐ 7. Bidet
☐ 8. None

Bath Type Totals

	Main Floor Bath	2nd Floor Bath	3rd Floor Bath	4th Floor Bath	Below Grade Bath
Full					
3/4					
1/2					
1/4					
Rough In					

SHOWING INFORMATION

*Showing Contact Type ☐ Agent ☐ Broker ☐ Other ☐ Seller ☐ Showing Service
*Showing Phone Number_____
*Showing Instructions (500 Char) _____
_____
_____
_____
_____
_____

*Directions to Property (250)_____
_____

Keybox Provided By
☐ 1. Combo   ☐ 2. None   ☐ 3. Other   ☐ 4. Sentrilock   ☐ 5. Supra

REMARKS

These remarks are to only promote the property. Not allowed: Agent name, phone number, contact information, websites, etc.
Public Remarks (1000 Characters Max) _____
_____
_____
_____
_____
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_____
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_____
_____

These remarks are the ones to be seen by other real estate agents.
Agent Remarks (1000 Characters Max)_____
_____
_____
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_____
_____
_____

These remarks are the ones to be seen by other agents within your firm (including all firm branches).
Office Only Remarks (200 Characters Max) _____
_____
_____

FEATURES (CHECK ALL THAT APPLY IN THIS SECTION)

*AP. Appliances Included
☐ 1. Range
☐ 2. Oven
☐ 3. Refrigerator
☐ 4. Freezer
☐ 5. Dishwasher
☐ 6. Disposal
☐ 7. Compactor
☐ 8. Microwave
☐ 9. Indoor Grill
☐ 10. Ice Maker
☐ 11. Water Softener

☐ 12. Washer
☐ 13. Dryer
☐ 14. Double Oven
☐ 15. Warming Oven
☐ 16. Wine Fridge
☐ 17. Cooktop
☐ 18. Convection Oven
☐ 19. Other
☐ 20. None

FC. Floor Coverings
☐ 1. Carpet
☐ 2. Ceramic Tile
☐ 3. Concrete
☐ 4. Wood
☐ 5. Laminate
☐ 6. Marble
☐ 7. Vinyl
☐ 8. Stone
☐ 9. Porcelain Tile

☐ 10. Engineered Wood
☐ 11. Other
☐ 12.Luxury Vinyl Tile
☐ 13.Luxury Vinyl Plank

FEATURES (CHECK ALL THAT APPLY IN THIS SECTION)

FN. Fence
☐ 1. Chain Link   ☐ 7. Vinyl/PVC
☐ 2. Wood   ☐ 8. Other
☐ 3. Full   ☐ 9. None
☐ 4. Partial
☐ 5. Privacy
☐ 6. Iron

*CL. Cooling
☐ 1. Central Air   ☐ 5. Other
☐ 2. Window Air   ☐ 6. None
☐ 3. Heat Pump
☐ 4. Zoned

*HF. Heating Fuel
☐ 1. Gas   ☐ 7. Wood
☐ 2. Electric   ☐ 8. Other
☐ 3. Oil   ☐ 9. None
☐ 4. Propane
☐ 5. Solar
☐ 6. Water Source

*HT. Heating Type
☐ 1. Forced Air   ☐ 9. Steam
☐ 2. Heat Pump   ☐ 10. Zoned
☐ 3. Gravity   ☐ 11. Geothermal
☐ 4. Baseboard   ☐ 12. Other
☐ 5. Radiant   ☐ 13. None
☐ 6. Wall
☐ 7. Wood Assist
☐ 8. Hot Water

IN. Interior Features
☐ 1. Central Vac   ☐ 20. Bidet
☐ 2. Security System   ☐ 21. Ceiling Fan
☐ 3. Cable Avail   ☐ 22. Drain Tile
☐ 4. Wetbar   ☐ 23. Formal Dining
☐ 5. Intercom   ☐ 24. Garage Door Opener
☐ 6. Walk-Up Attic   ☐ 25. Garage Floor Drain
☐ 7. Attic Exh Fan   ☐ 26. Jack/Jill Bath
☐ 8. Whole House Exh   ☐ 27. Pantry
☐ 9. 9'+ Ceiling   ☐ 28. Skylight
☐ 10. Fire Sprinkler   ☐ 29. Sump Pump
☐ 11. Power Humidifier   ☐ 30. Water Purifier
☐ 12. Elect. Air Filters   ☐ 31. Zero Step Entry
☐ 13. Accessible   ☐ 32. Other
☐ 14. Exercise Room   ☐ 33. None
☐ 15. Two Story Entry
☐ 16. LL Daylgt Wndw
☐ 17. Elevator
☐ 18. Whirlpool
☐ 19. 2nd Kitchen

EX. Exterior
☐ 1. All Brick   ☐ 14. Cement Board
☐ 2. Stone   ☐ 15. Asbestos
☐ 3. Alum Siding   ☐ 16. Block
☐ 4. Steel Siding   ☐ 17. Frame
☐ 5. Vinyl Siding   ☐ 18. Poured Concrete
☐ 6. Hardboard   ☐ 19. Other
☐ 7. Wood
☐ 8. Wood Shingle
☐ 9. Stucco
☐ 10. Asphalt
☐ 11. Brick/Other
☐ 12. Log
☐ 13. Shingle

EF. Exterior Features
☐ 1. Porch   ☐ 18. Decorative Lighting
☐ 2. Patio   ☐ 19. Tennis Court
☐ 3. Enclosed Porch   ☐ 20. Satellite Dish
☐ 4. Enclosed Patio   ☐ 21. Accessible
☐ 5. Covered Deck   ☐ 22. Drain Tile
☐ 6. Covered Patio   ☐ 23. Extra Parking Slab
☐ 7. Deck/Balcony   ☐ 24. Gas Grill
☐ 8. Storm Cellar   ☐ 25. Gazebo
☐ 9. Hot tub/spa   ☐ 26. Guest House
☐ 10. Pool In-Ground   ☐ 27. Hunting Land
☐ 11. Pool Above Grnd   ☐ 28. Lake Use
☐ 12. Dog Run   ☐ 29. Recreational
☐ 13. Horse Permitted   ☐ 30. Separate Entrance
☐ 14. Storage Shed   ☐ 31. Zero Step Entry
☐ 15. Out Building   ☐ 32. Other
☐ 16. Sprinkler Sys   ☐ 33. None
☐ 17. Greenhouse

LT. Lot Description
☐ 1. In City   ☐ 15. Pond/Stream on Prop
☐ 2. Corner Lot   ☐ 16. Wooded
☐ 3. Riverfront   ☐ 17. Paved Road
☐ 4. Lakefront   ☐ 18. Common Area
☐ 5. Cul-De-Sac   ☐ 19. Irregular
☐ 6. Golf Course Frntg   ☐ 20. Secluded
☐ 7. In Subdivision   ☐ 21. Trackage
☐ 8. Public Sidewalk   ☐ 22. Private Roadway
☐ 9. Alley   ☐ 23. Waterfront
☐ 10. Curb and Gutter   ☐ 24. Other
☐ 11. Curb Cut
☐ 12. Level
☐ 13. Rolling
☐ 14. Sloping

*M. Landlord Pays
☐ 1. Gas ☐ 5. Sewer
☐ 2. Electric ☐ 6. Cable
☐ 3. Water ☐ 7. Other
☐ 4. Trash ☐ 8. None

FD. Foundation Details
☐ 1. Poured Concrete ☐ 5. Tile
☐ 2. Slab ☐ 6. Brick/Mortar
☐ 3. Concrete Block ☐ 7. Other
☐ 4. Stone ☐ 8. None

K. Sewer And Water
☐ 1. Public Water ☐ 6. Private Sewer
☐ 2. Private Water ☐ 7. Septic
☐ 3. Rural Water ☐ 8. Other
☐ 4. Well ☐ 9. None
☐ 5. Public Sewer

RF. Roof Type
☐ 1. Composition ☐ 10. Concrete
☐ 2. Wood Shingle ☐ 11. Asbestos Shingle
☐ 3. Flat ☐ 12. Rock
☐ 4. Tile ☐ 13. Shake
☐ 5. Slate ☐ 14. Other
☐ 6. Metal
☐ 7. Membrane
☐ 8. Insulated
☐ 9. Built-Up

FC. Floor Coverings
☐ 1. Carpet ☐ 10. Engineered Wood
☐ 2. Ceramic Tile ☐ 11. Other
☐ 3. Concrete ☐ 12. Luxury Vinyl Tile
☐ 4. Wood ☐ 13. Luxury Vinyl Plank
☐ 5. Laminate
☐ 6. Marble
☐ 7. Vinyl
☐ 8. Stone
☐ 9. Porcelain Tile

ADMIN INSTRUCTIONS

Admin Instructions (This is NOT an MLS field—To be used for notes to input Admins if applicable)
_____
_____
_____
_____
_____
_____
_____