

Creekview Realty

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LISTING INFORMATION

(Use this form for Killeen / Fort Hood MLS only)

The following information is required to enter a listing into the MLS database. It is to your benefit to be as complete and accurate as possible, because agents often run searches based on criteria you enter. Items marked with an asterisk (*) are required.

*Property Address _____

*City _____ *County _____ *Zip _____

Alarm Active? Yes No

Pets on Property? Yes No

Map Page & Coordinate (if known): _____

Subdivision: _____

Will Subdivide? Yes No

MUD District? Yes No

Preferred Title Co. _____

Title Co. Phone _____

Occupancy: Owner Tenant Vacant

No. of Bedrooms: _____ No. of Full Bathrooms: _____ No. of Half-Baths: _____

No. of Full Baths on: 1st level _____ 2nd level _____ 3rd level _____ Basement level _____

No. of Half Baths on: 1st level _____ 2nd level _____ 3rd level _____ Basement level _____

No. of Stories: _____ No. of Fireplaces: _____ No. of Living Areas: _____ No. of Dining Areas: _____

Living Area Approx. Sq. Ft: _____

Source of Sq. Ft: _____ Appraiser _____ Builders Plans _____ Tax Records

Handicap Amenities? Yes No

Year Built: _____

Construction Status: New Incomplete

New Complete

Preowned

Electric Fencing? Yes No

Room Sizes

Level

*Living Room 1 _____ X _____ Lower Main Upper

Living Room 2 _____X_____ Lower Main Upper

Living Room 3 _____X_____ Lower Main Upper

Formal Dining: _____X_____ Lower Main Upper

Breakfast Room: _____X_____ Lower Main Upper

***Kitchen:** _____X_____ Lower Main Upper

***Master Bedroom:** _____X_____ Lower Main Upper

Bedroom 2: _____X_____ Lower Main Upper

Bedroom 3: _____X_____ Lower Main Upper

Bedroom 4: _____X_____ Lower Main Upper

Bedroom 5: _____X_____ Lower Main Upper

Utility Room: _____X_____ Lower Main Upper

Other Room: _____X_____ Lower Main Upper

Other Room 2: _____X_____ Lower Main Upper

Total Covered Parking: _____ # of Garage Spaces: _____ # of Carport Spaces: _____

Garage Length: _____ Garage Width: _____

Security System? Yes No Pool on Property? Yes No

*Lot Dimensions _____ *Approx. Acres _____

***Homeowner's Association Dues:** Mandatory None Voluntary ***Amount: \$** _____

Billing Frequency: Annual Monthly Quarterly Semi-Annual Other

***School District** _____

***Elementary School** _____ Bus? Yes No NA

***Middle/Junior High School** _____ Bus? Yes No NA

***High School** _____ Bus? Yes No NA

Property Also For Lease? Yes No Annual Property Taxes **Without** Exemptions _____

PROPERTY FEATURES

HOUSING TYPE

- Modular
- Apartment
- Attached/ 1/2 Duplex
- Condo/ Townhouse
- Designated Historical
- Doublewide w/ Land
- Farm/ Ranch House
- Garden/ Zero Lot
- High Rise
- Historical
- Lake House
- Log Cabin
- Manufactured
- Resort Property
- Single Detached
- Singlewide w/ Land
- Underground
- Vacation Home
- Single Family

STYLE

- A-Frame
- Colonial
- Contemporary/Modern
- Early American
- English
- Flat
- French
- Geo/Dome
- Loft Apartment
- Mediterranean
- Oriental
- Prairie
- Ranch
- Southwestern
- Spanish
- Split Level
- Studio Apartment
- Traditional
- Tudor
- Victorian

LOT DESCRIPTION

- Canal
- Corner
- Creek
- Cul de Sac
- Golf Course Lot
- Green Belt
- Heavily Wooded
- Horses Permitted
- Interior Lot

- Irregular
- Landscaped
- Large Backyard Grass
- No Backyard Grass
- Partially Cultivated
- Pasture Land
- River Front
- Some Trees
- Subdivision
- Tank/Pond
- Undivided
- Water/Lake Front
- Water/Lake View
- Valley View

LOT SIZE/ACREAGE

- Less than .5 Ac
- .5 Ac to .99 Ac
- 1 Ac to 4.99 Ac
- 5 Ac to 9.99 Ac
- 10 Ac to 100 Ac
- Over 100 Acres

EXTERIOR FEATURES

- Arena
- Balcony
- Boat Dock/Slip
- Covered Porch(es)
- Exterior Kitchen
- Gazebo
- Greenhouse
- Grill
- Guest Quarters
- Gutters
- Lighting System
- Patio Covered
- Patio Open
- RV/Boat Parking
- Satellite Dish
- Sprinkler System
- Stable/Barn
- Storage Building
- Tennis Court(s)
- Wood Deck
- Workshop
- Fruit Trees
- Pecan Trees
- Shade Trees
- Yard Lights
- Enclosed Porch
- Open Porch
- Screened Porch
- Other

CONSTRUCTION

- 2 Side Brick
- 3 Side Brick
- Aluminum Siding
- Brick/Veneer (Full)
- Brick/Veneer (Partial)
- Brick Front
- Double Wide
- Green Built
- Rock/Stone
- Single Wide
- Stone/Rock Front
- Stucco
- Triple Wide
- Vinyl Siding
- Wood Frame
- Hardy Plank Siding
- Wood Siding

FOUNDATION

- Basement
- Pier & Beam
- Piered Beam/Slab
- Pilings
- Slab
- Slab & Add On

BACKYARD POOL

- Above Ground
- Attached Spa
- Cabana
- Cleaning System
- Custom Cover
- Diving
- Heated
- In Ground Fiber Glass
- In Ground Gunite
- In Ground Vinyl
- Indoor
- Lap Pool
- Play Pool
- Pool Perimeter Fence
- Separate Spa/Hot Tub
- Other

TYPE OF FENCE

- Automatic Gate
- Barbed Wire
- Brick
- Chain Link
- Cross Fenced
- Dog Run
- Iron

- None
- Partially Fenced
- Pipe
- Rail
- Rock/Stone
- Slick/Smooth Wire
- Vinyl
- Wood
- Other

***PARKING/GARAGE**

- Assigned
- Attached
- Circle Drive
- Covered
- Detached
- Front
- Garage Conversion
- Golf Cart Garage
- Has Sink in Garage
- None
- Garage Door Opener
- Outside Entry
- Oversized
- Porte-Cochere
- Rear
- RV Covered
- RV Uncovered
- Side
- Swing Drive
- Tandem Style
- Unassigned
- Uncovered
- Workbench

***STREET/UTILITIES**

- Aerobic Septic
- All Weather Road
- Alley
- Asphalt
- City Sewer
- City Water
- Co-op Water
- Community Mailbox
- Concrete
- Curbs
- Dirt
- Gravel / Rock
- M.U.D. Sewer
- M.U.D. Water
- No City Services
- Outside City Limits
- Overhead Utilities
- Private Road
- Private Sewer Co.
- Private Water Co.

- Septic
- Septic w/ Pump Assist
- Sidewalk
- Underground Utilities
- Unincorporated
- Well
- Co-Op Electric
- Other

COMMON FEATURES

- Boat Ramp
- Campground
- Club House
- Community Sprinkler
- Common Elevator
- Community Pool
- Gated Entrance
- Golf
- Greenbelt
- Guarded Entrance
- Horse Facilities
- Jogging Path/Bike Path
- Landing Strip
- Laundry
- Marina
- Park
- Perimeter Fencing
- Playground
- Private Lake/Pond
- Public Hangar
- Racquet Ball
- RV Parking
- Sauna
- Spa
- Tennis
- Other

HOA INCLUDES:

- All Utilities
- Back Yard Maintenance
- Blanket Insurance
- Electric
- Exterior Maintenance
- Front Yard Maintenance
- Full Use of Facilities
- Gas
- Management Fees
- None
- Partial Use of Facilities
- Reserves
- Security
- Sprinkler System
- Trash
- Water/Sewer
- Other

***INTERIOR FEATURES**

- Bay Windows
- Cable TV Available
- CAT 5 Wired
- Central Vacuum
- Decorative Lighting
- Dry Bar
- Elevator
- High Speed Internet Av.
- Intercom
- Loft
- Multiple Staircases
- Paneling
- Plantation Shutters
- Skylights
- Smart Home Features
- Sound System Wiring
- Vaulted Ceilings
- Wainscoting
- Water Filter
- Water Purifier
- Water Softener
- Wet Bar
- Window Coverings
- Raised Cathedral Ceiling
- Separate
- 1 Living Area
- 2 Living Area
- 3 Living Area
- Other

***BED/BATH FEATURES**

- Bidet
- Built-ins
- Double Shower
- Double Vanities
- Fireplace in Master
- Garden Tub
- Jack & Jill Bath
- Jetted Tub
- Linen Closet
- Medicine Cabinet
- Murphy Bed
- Separate Shower
- Separate Vanities
- Sitting Area in Master
- Split Bedrooms
- Steam Shower
- Walk-in Closets
- Other

SPECIALTY ROOMS

- Dark Room
- Exercise Room
- Extra Storage Room
- Game Room

- Library/Study
- Media Room
- Mud Room
- Music Room
- Sauna/Steam Room
- Second Master
- Solarium/Sunroom
- Spa/Hot Tub Room
- Unfinished Bonus Room
- Wine Cellar
- Other

FIREPLACE TYPE

- Blower Fan
- Brick
- Decorative
- Direct Vent
- Electric
- Freestanding
- Gas Logs
- Gas Starter
- Insert
- Masonry
- Metal Box
- See Through Fireplace
- Stone
- Wood Burning
- Other

***KITCHEN EQUIPMENT**

- Built-in Compactor
- Built-in Icemaker
- Built-in Microwave
- Built in
- Refrigerator/Freezer
- Built-in Wine Cooler
- Convection Oven
- Cooktop-Electric
- Cooktop-Gas
- Dishwasher
- Disposal
- Double Oven
- Drop-in Range/Oven-Elec
- Drop-in Range/Oven-Gas
- Dual Fuel Range
- Freestanding Range-Elec
- Freestanding Range-Gas
- Indoor Grill
- Oven - Electric
- Oven - Gas
- Plumbed for Gas
- Self Clean
- Vent Hood Exterior
- Vent Hood Recirculating
- Vent Mechanism
- Warmer Oven Drawer

- Water Line to Refrig
- Refrigerator

KITCHEN / DINING

- Breakfast Bar
- Butlers Pantry
- Dumbwaiter
- Eat-in Kitchen
- Galley Kitchen
- Granite/Granite Type
- Countertop
- Granite Tile Countertop
- Island
- Tile Countertop
- Walk-in Pantry
- 1 Dining Area
- 2 Dining Areas
- Formal Dining

***UTILITY ROOM**

- Drip/Dry Area
- Dryer Hookup-Elec
- Dryer Hookup-Gas
- Floor Drain
- Full Size W/D Area
- Laundry Chute
- None
- Room for Freezer
- Second Pantry
- Separate Room
- Sink in Utility
- Stacked W/D Area
- Utility Closet
- Utility in Garage
- Utility in Kitchen
- Washer Hookup

ALARM / SECURITY TYPE

- Burglar
- CO Detector
- Exterior Security Light(s)
- Fire Sprinkler System
- Fire / Smoke
- Firewall(s)
- Leased
- Monitored
- Owned
- Pre-Wired
- Smoke Detector
- Unknown
- Security System
- Security Bars

***FLOORING**

- Brick/Adobe
- Carpet

- Ceramic Tile
- Concrete
- Laminate
- Marble
- Parquet
- Slate
- Stone
- Terrazzo
- Vinyl
- Wood Floor
- Wood Under Carpet
- Other

***HEATING/COOLING**

- Add Water Heater(s)
- Central Air - Electric
- Central Air - Gas
- Central Heat - Electric
- Central Heat - Gas
- Direct Vent
- Electrostatic Air Filter
- Gas Jets
- Geothermal
- Heat Pump
- Humidifier
- No A/C
- No Heat
- Panel/Floor/Wall
- Propane
- Solar
- Space Heater
- Window Unit
- Zoned
- Hot Water Electric
- Other

ENERGY FEATURES

- 13-15 SEER AC
- 16+ SEER AC
- Attic Fan
- Ceiling Fans
- Dehumidifier
- Double Pane Windows
- Energy Star Appliances
- Foam Insulation
- Gas Water Heater
- Insulated Doors
- Low E Windows
- Programmable Therm
- Radiant Barrier
- Smart Electric Meter
- Solar Panels
- Solar Screens
- Storm Door(s)
- Storm Window(s)
- Tankless Water Heater

- Thermo Windows
- Tinted Windows
- Turbines
- Ventilator

GREEN CERTIFICATION

- Energy Star Certified
- HERS 0-85
- HERS 86-100
- HERS Rated
- LEED Certified
- LEED Gold
- LEED Platinum
- LEED Silver
- NGBP-National Green
- Texas-Vet Approved

GREEN FEATURES

- Drought Tolerant Plants
- Energy Recovery
- Ventilator
- Enhanced Air Filtration
- Geo-thermal HVAC
- Low Flow Commode
- Low Flow Fixtures

- Mechanical Fresh Air
- Rain/Freeze Sensors
- Recirculating Hot Water
- Solar Electric System
- Solar Hot Water

HANDICAP AMENITIES

- Elevator
- Hand Rails
- Lower Fixtures
- ADA Requirements
- None
- Ramp
- Wheelchair Access
- Wide Doorways
- Other

PROPOSED FINANCING

- Assumption of Equity
- Bond Money
- Cash
- Conventional
- Federal Land Bank
- FHA
- FMHA

- Lease Purchase
- Owner Carry First
- Owner Carry Second
- Texas Vet
- Trade/Exchange
- VA
- Other

***POSSESSION DATE**

- Upon Closing/Funding
- Negotiable

***ROOF**

- Asphalt Shingle
- Concrete
- Fiber Cement
- Metal
- Overlay
- Tar/Gravel
- Tile/Slate
- Wood Shake
- Wood Shingle
- Other

YOU'RE NOT DONE YET!

Please email the directions, a description, & photo(s) to listing@creekviewrealty.com

Please be sure to reference the property address in the email, and include your last name.

1) Please email the directions of how to get to the property. Starting with some major cross streets is good enough. **The space for the description is limited to 200 characters WITH SPACES.** (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

2) Please email a brief description of the property. **The space for the description is limited to 800 characters WITH SPACES.** (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

Tips for writing description: Emphasize major selling points that aren't prominent in other parts of the listing. For example, "4 bedroom, 2 bath home on 1/4 acre . . ." is redundant and a waste of space. Stick to facts that relate to the property, and skip the flowery language that doesn't give any real information. Avoid irrelevant details that nobody cares about. Please note that phone numbers, web sites, email addresses, etc. are not allowed in MLS descriptions and will be omitted.

Sample – Good description:

One story home with 3 car garage on quiet cul-de-sac with mature trees. Open floorplan, neutral colors, split floorplan. Master suite has sitting area and huge his & her walk-in closets. New roof 2004. Exemplary schools; walk to elementary.

Sample – Bad description:

Enjoy summer barbeques with family and friends and create lasting memories in the beautiful backyard of this 3 bedroom 2 bath 1800 square foot home in a nice neighborhood with good neighbors. Pull-down staircase to attic replaced 2 years ago.

3) Please email photo(s) in jpg format. All listings include at least a photo of the front. For Showcase listings, please email a total of 6 photos. To get the best photos, refer to the Photo Guide on our website at <http://www.creekviewrealty.com/photoguide.html>

** Please be sure photos do not exceed 640x480. For help with resizing & emailing photos, see <http://www.creekviewrealty.com/resizephotos.html>

By submitting this form, I hereby certify that I am the Seller of the above property, and that all of the foregoing is true and accurate to the best of my knowledge. I agree to inform Creekview Realty in writing if there are any material changes to this information.

Seller Signature _____ Date _____

Seller Signature _____ Date _____

Please fax completed form to 972-612-9955. No cover page is necessary.

Updated 7/14/09