

Creekview Realty

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LISTING INFORMATION

(Use this form for Highland Lakes area MLS only)

This 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.

Property Information

Type: Single Family Condo/Townhouse Manufactured Home with Real Property

Manufactured Home WITHOUT Real Property

Property Address _____

City _____ **County** _____ **Zip** _____

Waterfront: No Yes **Lake Name** _____

Bedrooms _____ **# Full Baths** _____ **# Half Baths** _____ **# Stories** _____

Golf Course Lot? No Yes

Water (Select one): City Community Well Private Water Lake/River System
 M.U.D. Rain Water Collection None Other

Sewer (Select one): City Community Septic M.U.D. None Other

Number of Residences: _____ **Possession:** Closing/Funding Negotiable Other

Occupancy: Owner Tenant Vacant

Subdivision Name: _____

School District Name: _____ **Year Built:** _____

Sq Ft of Dwelling _____ (Only areas that have Heat & A/C qualify as square footage.)

Sq. Ft. Information Source: Appraiser County Floorplan Owner Other

Singe Level Living? No Yes

Waterfront Type: N/A Channel Cove Creek Seasonal Creek Year Round Lake
 Open Water Pond River Water Side

Waterfront Footage: _____ **Owned to Water?** No Yes Unknown

Approximate # of Acres _____ Lot Dimensions or Sq Ft _____

Lot Size Source: Appraiser County Floorplan Owner Platt Other

Flood Zone? No Yes Unknown Deed Restrictions? No Yes Unknown

Please check all of the following items that apply:

A. APPLIANCES

- 1 Commercial Stove
- 2 Dishwasher
- 3 Double Oven
- 4 Dryer
- 5 Dryer Connection-Electric
- 6 Dryer Connection-Gas
- 7 Garbage Disposal
- 8 Ice Maker
- 9 Microwave
- 10 Range-Electric
- 11 Range-Gas
- 12 Refrigerator
- 13 Sub Zero Refrigerator
- 14 Trash Compactor
- 15 Warming Oven
- 16 Washer
- 17 Washer Connection
- 18 Water Heater-Gas
- 19 Water Heater-Electric
- 20 Cooktop
- 21 Wall Oven

B. ASSN. AMENITIES

- 1 Club House
- 2 Golf Course
- 3 Green Belt
- 4 Homeowner Park
- 5 Marina
- 6 Pool
- 7 Security
- 8 Water Access
- 9 None
- 10 Other/See Remarks

C. ASSOCIATION FEES INCLUDE

- 1 Cable
- 2 Ext. Liability
- 3 Insurance
- 4 Maintenance
- 5 Management
- 6 Road Maintenance
- 7 Sewer
- 8 Trash
- 9 Water
- 10 None
- 11 Other/See Remarks

D. CONSTRUCTION

- 1 Concrete Block

- 2 Log
- 3 Mobile/Manufactured
- 4 Steel
- 5 Wood
- 6 Other
- 7 Integrated Concrete Forms

E. COOLING

- 1 Central
- 2 Evaporative
- 3 Wall/Window Unit
- 4 None
- 5 Other

F. DOCUMENTS AVAILABLE

- 1 Aerial Photos
- 2 Appraisal
- 3 Association Bylaws
- 4 Building Restrictions
- 5 Covenants
- 6 Deed Restrictions
- 7 Environmental Report
- 8 Engineering Report
- 9 Easements
- 10 Legal Description
- 11 Plot/Plat Plan
- 12 Road Maintenance Agreement
- 13 Septic Certificate
- 14 Soil Analysis
- 15 Survey
- 16 Topography
- 17 Water Agreement
- 18 Well Logs
- 19 Zoning
- 20 Other/See Remarks
- 21 Plat

G. ENERGY EFFICIENCY

- 1 Attic Fan
- 2 Ceiling Fan
- 3 "Good Cents" Home
- 4 Heat Pump
- 5 Insulated Windows
- 6 Solar Screens
- 7 Zoned

H. EXTERIOR

- 1 Asbestos
- 2 Brick
- 3 Concrete Block

- 4 Hardi-Panel
- 5 Log
- 6 Masonite
- 7 Metal
- 8 Stone
- 9 Stucco Masonry
- 10 Stucco Synthetic
- 11 Vinyl/Aluminum
- 12 Wood

I. EXTERIOR FEATURES

- 1 Aircraft Hanger
- 2 Air Strip
- 3 Atrium
- 4 Automatic Gate
- 5 Balcony
- 6 Barn
- 7 Cabana
- 8 Court Yard Areas
- 9 Covered Deck
- 10 Covered Porch/Patio
- 11 Enclosed Porch
- 12 Fish Pond
- 13 Gazebo
- 14 Greenhouse
- 15 Gutters/Downspouts
- 16 Horse Stalls
- 17 Landscaping
- 18 Open Concrete Areas
- 19 Open Patio
- 20 Pavilion
- 21 Playscape
- 22 Pool House
- 23 Rock Garden
- 24 Satellite Dish
- 25 Screened Porch
- 26 Sprinkler System
- 27 Stock Pens
- 28 Stock Tank
- 29 Stonework
- 30 Storage Building
- 31 Tennis Court
- 32 Waterfall
- 33 Water Fountain
- 34 Wood Deck
- 35 Workshop
- 36 Horses Permitted
- 37 Hot Tub

J. FENCE

- 1 Barbed Wire
- 2 Block
- 3 Chain Link
- 4 Cross Fence
- 5 Goat Fence
- 6 High Fence
- 7 Pipe
- 8 Net Wire

- 9 Vinyl
- 10 Perimeter
- 11 Stone
- 12 Wood
- 13 Wrought Iron Fence
- 14 Completely Fenced
- 15 Partially Fenced
- 16 None

K. FIREPLACES

- 1 One Fireplace
- 2 Two Fireplaces
- 3 Three Plus Fireplaces
- 4 Blower
- 5 Gas Logs
- 6 Gas Starter
- 7 Masonry
- 8 Pre-fab
- 9 Stove Insert
- 10 Wood Burning Stove
- 11 Other/See Remarks

L. FOUNDATION

- 1 Basement
- 2 Crawl Space
- 3 Pier/Beam
- 4 Slab
- 5 Other/See Remarks

M. FLOOR

- 1 Carpet
- 2 Ceramic
- 3 Hard Tile
- 4 Hardwood/Parquet
- 5 Laminate
- 6 Marble
- 7 Saltillo
- 8 Stained Concrete
- 9 Terrazo
- 10 Tile
- 11 Vinyl

N. GARAGE/CARPORT

- 1 1 Car Attached Garage
- 2 2 Car Attached Garage
- 3 3+ Car Attached Garage
- 4 1 Car Carport
- 5 2 Car Carport
- 6 3+ Car Carport
- 7 1 Car Detached Garage
- 8 2 Car Detached Garage
- 9 3+ Car Detached Garage
- 10 Garage Door Opener
- 11 Golf Cart Storage
- 12 Front Entry
- 13 Rear Entry
- 14 Side Entry
- 15 RV Parking Slab

16 RV Storage

O. HEAT

- 1 Baseboard
- 2 Central
- 3 Electric
- 4 Natural Gas
- 5 Propane Gas
- 6 Radiant
- 7 Space Heater
- 8 Wall/Window Unit
- 9 None
- 10 Other

P. INTERIOR EXTRAS

- 1 9ft Ceiling
- 2 10ft Ceiling
- 3 Antique Fixtures
- 4 Attic Fan
- 5 Atrium
- 6 Audio System
- 7 Bar/Wet Bar
- 8 Bonus Bath
- 9 Breakfast Bar
- 10 Cable TV Wiring
- 11 Cedar Line Closet
- 12 Central Vacuum
- 13 Coffered Ceiling
- 14 Crown Molding
- 15 Elevator
- 16 Granite Counter Tops
- 17 Handicap Accessible
- 18 Improved Attic
- 19 Intercom System
- 20 No Steps to Entry
- 21 Pantry
- 22 Pedestal Sink
- 23 Recessed Lighting
- 24 Sauna
- 25 Security System(s)
- 26 Skylights
- 27 Smoke Alarm(s)
- 28 Solid Surface Counter Tops
- 29 Spa
- 30 Split Bedroom Plan
- 31 Stain Glass Windows
- 32 Television Projection System
- 33 Track Lighting
- 34 Vaulted Ceilings
- 35 Walk In Closet(s)
- 36 Water Softener
- 37 Whirlpool Tub
- 38 Wine Cellar
- 39 Wood Ceiling

Q. LAND TYPE

- 1 Cleared Land
- 2 Commercial Potential

- 3 Improved Pastures
- 4 Wooded Land

R. POOL

- 1 Above Ground Pool
- 2 Community Pool
- 3 Concrete/Gunite
- 4 Diving Board
- 5 Fiber Glass
- 6 Heated
- 7 In-Door
- 8 In Ground Pool
- 9 Slide
- 10 Tile
- 11 Vinyl Liner

S. ROAD FRONTAGE

- 1 All Weather
- 2 Country Road
- 3 Dirt
- 4 Easement Access
- 5 Gravel
- 6 Farm to Market/Ranch Road
- 7 Highway
- 8 Low Water Crossing
- 9 Paved
- 10 Private
- 11 Seasonal Access
- 12 State/US Highway
- 13 Other/See Remarks

T. ROOF

- 1 Built Up
- 2 Composition
- 3 Metal
- 4 Slate
- 5 Tile
- 6 Wood Shingle

U. ROOM

- 1 Bonus Room
- 2 Dining Room
- 3 Family Room
- 4 Foyer
- 5 Game Room
- 6 Great Room
- 7 Guest/Maid Quarters
- 8 Kitchen
- 9 Laundry
- 10 Living Room
- 11 Loft
- 12 Study/Office
- 13 Storage Room
- 14 Sun Room
- 15 Utility Room Inside
- 16 Utility Room Outside
- 17 Main Level Master Bedroom

V. SHOWING INSTR

- 1 Appointment
- 2 Call Owner
- 3 Call Tenant
- 4 Seller Must Accompany
- 5 Lock Box
- 6 Sign
- 7 Vacant

W. TERMS

- 1 Assumption
- 2 Cash
- 3 Contract For Deed
- 4 Conventional
- 5 FHA
- 6 Owner Finance
- 7 VA
- 8 Other

X. VIEW

- 1 Golf Course
- 2 Hill Country
- 3 Lake

Y. WATER AMENITIES

- 1 1 Stall Boat Dock w/ Electric
- 2 2 Stall Boat Dock w/ Electric
- 3 3 Stall Boat Dock w/ Electric
- 4 Boat Deck
- 5 Boat Ramp
- 6 Boat Slip
- 7 Concrete Boat Ramp
- 8 Deck Over Boat House

- 9 Electric Lift
- 10 Fishing Dock
- 11 Fishing Pier
- 12 Floating Boat House
- 13 Floating Dock
- 14 Jet Ski Lift
- 15 Jet Ski Ramp
- 16 Lake Pump
- 17 Retaining Wall
- 18 Sailboat Lift

Z. Style

- 1 Bungalow
- 2 Cabin
- 3 Colonial
- 4 Contemporary
- 5 Cottage
- 6 Craftsman
- 7 Custom
- 8 Fixer-Handyman Special
- 9 French Country
- 10 Manufactured
- 11 Ranch
- 12 Spanish
- 13 Traditional
- 14 Tudor
- 15 Victorian
- 16 Beach/Pilings Home
- 17 Sailboat Lift
- 18 Other

Annual Property Taxes: _____ Ag Exemption? No Yes

Homeowner's Association Information:

HOA Fee: \$_____ Mandatory? Yes No

Payment Frequency: Annually Bi-Annually Monthly Quarterly Other

Property Owners Fee: \$_____ Mandatory? Yes No

Payment Frequency: Annual Quarterly Monthly Semi-Annual

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 100 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 450 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. At least 1 photo of the front is required by MLS. For Showcase listings, please email up to 5 additional photos. To get the best photos, please 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.