

Room Dimensions

Living Room _____ X _____

Den _____ X _____

Gameroom _____ X _____

Dining Room _____ X _____

Kitchen _____ X _____

Breakfast Room _____ X _____

1st Bedroom _____ X _____

2nd Bedroom _____ X _____

3rd Bedroom _____ X _____

4th Bedroom _____ X _____

5th Bedroom _____ X _____

Study _____ X _____

Extra Room _____ X _____

Utility Room _____ X _____

Media Room _____ X _____

Number of Bedrooms _____

Number of Full Baths _____

Number of Half Baths _____

Furnished? ___Yes ___No

Parking Description

- _____ Additional Parking
- _____ Assigned Parking
- _____ Auto Garage Door Opener
- _____ Boat Parking
- _____ Connecting
- _____ Controlled Entrance
- _____ Golf Cart
- _____ RV Parking
- _____ Unassigned Parking
- _____ Underground
- _____ Valet Parking

Number of Garage Spaces _____

Garage Description (Check 1)

_____ Attached Garage

- _____ Detached Garage
- _____ Attached/Detached Garage
- _____ Oversized Garage
- _____ Tandem

Complex Access

- _____ Automatic Gate
- _____ Card/Code Access
- _____ Door Person
- _____ Driveway Gate
- _____ Intercom
- _____ Manned Gate
- _____ Receptionist

Garage/Carport Description (Check up to 2)

- _____ Additional Parking
- _____ Auto Driveway Gate
- _____ Auto Garage Door Opener
- _____ Boat Parking
- _____ Circle Driveway
- _____ Converted Garage
- _____ Driveway Gate
- _____ Golf Cart Garage
- _____ Porte-Cochere
- _____ RV Parking
- _____ Workshop

of Carport Spaces _____

Carport Description (Check 1)

- _____ Attached & Detached
- _____ Attached Carport
- _____ Detached Carport

Lot Size (Sq Ft or Acres) _____

Lot Size Source (Check 1)

- _____ Appraisal District
- _____ Survey
- _____ Unknown

Lot Dimensions _____

Acreage (Check 1)

- _____ 0 Up To 1/4 Acre
- _____ 1/4 Up to 1/2 Acre
- _____ 1/2 Up to 1 Acre
- _____ 1 Up to 2 Acres
- _____ 2 Up to 5 Acres
- _____ 5 Up to 10 Acres
- _____ Over 10 Acres

Microwave ___Yes ___No ___N/A

Dishwasher ___Yes ___No ___N/A

Compactor ___Yes ___No ___N/A

Disposal ___ Yes ___ No ___ N/A

Separate Ice Maker ___ Yes ___ No ___ N/A

Oven Type (Check up to 2)

- ___ Convection Oven
- ___ Double Oven
- ___ Electric Oven
- ___ Freestanding Oven
- ___ Gas Oven
- ___ Single Oven

Range Type (Check up to 2)

- ___ Electric Range
- ___ Freestanding Range
- ___ Gas Range
- ___ Grill

Appliances

- ___ Dryer Included
- ___ Electric Dryer Connection
- ___ Full Size
- ___ Gas Dryer Connections
- ___ Refrigerator
- ___ Stacked
- ___ Washer Connections
- ___ Washer Included

Washer Dryer Connections (Check up to 3)

- ___ Electric Dryer Connections
- ___ Gas Dryer Connections
- ___ Washer Connections

Utility Room Description/Location (Check 1)

- ___ In Garage
- ___ In House
- ___ None

Energy Features (Check up to 2)

- ___ Attic Fan
- ___ Attic Ventilator
- ___ Energy Program
- ___ Heatilator
- ___ Insulated Window(s)
- ___ Radiant Barrier
- ___ Solar Power
- ___ Storm Doors
- ___ Storm Windows
- ___ Suncreens
- ___ Tinted Windows

Interior Features (Check up to 10)

- ___ 2 Staircases
- ___ Alarm System – Leased
- ___ Alarm System – Owned
- ___ Atrium
- ___ Bedroom with Sitting Area
- ___ Breakfast Bar

- ___ Brick Walls
- ___ Central Vacuum
- ___ Chilled Water System
- ___ Concrete Walls
- ___ Country Kitchen
- ___ Drapes/Curtains/Window Coverings
- ___ Dry Bar
- ___ Dryer Included
- ___ Elevator
- ___ Fire/Smoke Alarm
- ___ Handicap Access
- ___ High Ceiling
- ___ Hollywood Bath
- ___ Intercom System
- ___ Intercom to Front Desk
- ___ Interior Storage Closet
- ___ Island Kitchen
- ___ Maid Service
- ___ Multilevel Bedroom
- ___ Open Ceiling
- ___ Partially Sprinkled
- ___ Pressurized Stairwell
- ___ Pre-wired for Alarm System
- ___ Private Elevator
- ___ Refrigerator Included
- ___ Spa/Hot Tub
- ___ Split Level
- ___ Steel Beams
- ___ Tile Floors
- ___ Washer Included
- ___ Wet Bar

Energy Features

- ___ Attic Fan
- ___ Attic Vents
- ___ Ceiling Fans
- ___ Digital Program Thermostat
- ___ Energy Star Appliances
- ___ Energy Star /CFL/LED Lights
- ___ Energy Star/Reflective Roof
- ___ Geothermal System
- ___ High-Efficiency HVAC
- ___ HVAC>13 SEER
- ___ Insulated Doors
- ___ Insulated/Low-E Windows
- ___ Insulation – Batt
- ___ Insulation – Blown Cellulose
- ___ Insulation – Blown fiberglass
- ___ Insulation – Other
- ___ Insulation – Rigid Foam
- ___ Insulation – Spray-Foam
- ___ North/south Exposure
- ___ Other Energy Features
- ___ Radiant Attic Barrier
- ___ Solar H2O Heater
- ___ Solar PV Electric Panels
- ___ Solar Screens
- ___ Storm Windows

- Structural Insulated Panels
- Tankless/On-Demand H2O Heater
- Wind Turbine

Green/Energy Certifications

- Energy Star Qualified Home
- Environments for Living
- Home Energy Rating/HERS
- LEED for Homes (USCBC)
- National Green Bldg Cert
- Other Energy Report
- Other Green Certification

Flooring (Check up to 5)

- Brick
- Carpet
- Concrete
- Laminate
- Marble Floors
- Slate
- Stone
- Terrazo
- Tile
- Vinyl
- Wood

Countertops: _____

Bedroom Description (Check up to 4)

- 1 Bedroom Down, Not Master BR
- 1 Bedroom Up
- 2 Bedrooms Down
- 2 Master Bedrooms
- All Bedrooms Down
- All Bedrooms Up
- Master Bedroom 1st Floor
- Master Bedroom 2nd Floor
- Master Bedroom 3rd Floor
- Master Bedroom 4th Floor
- Split Plan

Master Bath Description (Check up to 3)

- Bidet
- Double Sinks
- Half Bath
- Master Bath + Separate Shower
- Master Bath Shower Only
- Master With Tub
- No Master
- Tub with Shower
- 2 Master Baths
- Whirlpool/Tub

Room Description (Check up to 5)

- 1 Living Area
- Breakfast Room
- Den
- Formal Dining

- Formal Living
- Gameroom Down
- Gameroom Up
- Garage Apartment
- Kitchen/Dining Combo
- Living/Dining Combo
- Loft
- Media
- Quarters/Guest House
- Study/Library
- Sun Room

No. of Fireplaces _____

Fireplace Description (Check up to 2)

- Freestanding
- Gas Connections
- Gaslog Fireplace
- Mock Fireplace
- Stove
- Wood Burning Fireplace

Pool-Private? Yes No

Pool Area? Yes No

Private Pool Description

- Above Ground
- Enclosed
- Fiberglass
- Gunite
- Heated
- In Ground
- Vinyl Lined

Recreational Facilities Fees

- Not Paid
- Owner Pays
- Tenant Pays
- Paid

Waterfront Features (Check up to 10)

- Bay Front
- Bay View
- Bayou Frontage
- Bayou View
- Beach View
- Beachfront
- Boat House
- Boat Lift
- Boat Ramp
- Boat Slip
- Bulkhead
- Canal Front
- Gulf View
- Lake View
- Lakefront
- Pier

- Pond
- River View
- Riverfront
- Water View
- Waterfront
- None

- Patio Lot
- Street
- Subdivision Lot
- Wooded

Golf Course Name _____

Exterior Description

- Area Tennis Courts
- Balcony
- Balcony/Terrace
- Barn/Stable
- Clubhouse
- Controlled Subdivision Access
- Cross Fenced
- Detached Garage Apt/Quarters
- Dry Sauna
- Exercise Room
- Fenced
- Fully Fenced
- Greenhouse
- Guest Room Available
- Jogging Track
- Partially Fenced
- Party Room
- Patio/Deck
- Play Area
- Private Tennis Court
- Racquetball Court
- Satellite Dish
- Screened Porch
- Screens
- Service Elevator
- Spa
- Spa/Hot Tub
- Sprinkler System
- Steam Room
- Storage Room
- Storage Shed
- Storm Windows
- Subdivision Tennis Court
- Tennis
- Trash Chute
- Trash Pick Up
- Wheelchair Access
- Workshop

Lot Description (Check up to 3)

- Cleared
- Corner
- Court Yard
- Cul-De-Sac
- Greenbelt
- In Golf Community
- On Golf Course
- Other
- Over Pool
- Over Tennis Court(s)

Heating System Description (Check up to 2)

- Butane
- Central Electric
- Central Gas
- Heat Pump
- No Heating
- Other Heating
- Propane
- Solar Assisted
- Space Heater
- Wall Heater
- Zoned

Cooling System Desc (Check up to 2)

- Attic Fan
- Central Electric
- Central Gas
- Heat Pump
- No Cooling/Vent
- Other Cooling
- Solar Assisted
- Window Unit(s)
- Zoned

Water / Sewer Description (Check up to 2)

- No Sewer
- No Water
- Other Water/Sewer
- Public Sewer
- Public Water
- Septic Tank
- Water District
- Well

Utility District N/A Yes No

Cable Available? N/A Yes No

Utilities Paid

- Cable
- Electricity
- Gas
- None
- Phone
- Pool Maintenance
- Trash Pickup
- Water/Sewer
- Yard Maintenance

Smoking Allowed? Yes No

Pets Allowed

Case By Case
 No
 Yes

Pet Deposit Required? Yes No

Repair Deductible: _____

Application Fee: _____

Other Mandatory Fees? Yes No

Amount: _____

Management Company? Yes No

Co. Name _____

Co. Phone # _____

Rental Terms

Lease/Purchase
 Long Term
 One Year

Section 8
 Short Term
 Six Months

Approval Required? Yes No

Address on Web? Yes N

Security Deposit _____

Date Available: _____

Recurring Comp? Yes No

Loan Payoff Information*

1st Mortgage Lender : _____

Approx Payoff Amount: _____

2nd Mortgage Lender : _____

Approx Payoff Amount: _____

YOU'RE NOT DONE YET!

Please email the directions, a brief 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 150 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. 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 photos in jpg format. 6 photos are required by MLS. For Showcase listings, email up to 6 additional photos for a total of 12. 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 _____

When completed, please fax to 972-881-9955. No cover page is necessary

Updated 10/15/2010