

iRealty Flat Fee Brokerage

Owner Contact Information

Owner's Name: _____

Address (if different from property listed): _____

City: _____ State: _____ Zip: _____

Owner Phone #: _____ Email Address: _____

Property Information

Address: _____ Asking Price: _____

City: _____ Township: _____ State: _____ Zip: _____

Parcel # (PIN): _____ County: _____

General

General Directions to Property: _____ (50 character limit)

Name of Subdivision: _____ Model: _____

Elementary School District: _____ Elementary School Name: _____

Junior High District: _____ Junior High Name: _____

High School District: _____ High School Name: _____

Approx Year Built : _____ Built Before 1978 (Y/N): _____ Recent Rehab (Y/N): _____

Currently Leased (Y/N): _____ If Yes, Available Date: _____ Waterfront (Y/N): _____

Style of House:

- | | | | |
|--|--|--|--------------------------------------|
| <input type="checkbox"/> American 4 Square | <input type="checkbox"/> Contemporary | <input type="checkbox"/> Grey Stone | <input type="checkbox"/> Row House |
| <input type="checkbox"/> Bi-level | <input type="checkbox"/> Cottage | <input type="checkbox"/> Log | <input type="checkbox"/> Traditional |
| <input type="checkbox"/> Brownstone | <input type="checkbox"/> English | <input type="checkbox"/> Med / Spanish | <input type="checkbox"/> Tri-Level |
| <input type="checkbox"/> Bungalow | <input type="checkbox"/> Farm House | <input type="checkbox"/> Prairie | <input type="checkbox"/> Tudor |
| <input type="checkbox"/> Cape Cod | <input type="checkbox"/> French Provincial | <input type="checkbox"/> Quad Level | <input type="checkbox"/> Victorian |
| <input type="checkbox"/> Colonial | <input type="checkbox"/> Georgian | <input type="checkbox"/> Ranch | <input type="checkbox"/> Other |

General Information:

- School Bus Service
- Commuter Bus
- Commuter Train
- Flood Zone
- Assisted Living
- Historical District
- None

Front Exposure:

- North
- South
- East
- West
- City
- Lake/Water
- Park

Area Amenities:

- | | | |
|---|---|---------------------------------------|
| <input type="checkbox"/> Clubhouse | <input type="checkbox"/> Horse Riding Area | <input type="checkbox"/> Water Rights |
| <input type="checkbox"/> Park | <input type="checkbox"/> Horse Riding Trail | <input type="checkbox"/> Sidewalks |
| <input type="checkbox"/> Pool | <input type="checkbox"/> Landing Strip | <input type="checkbox"/> Gated Entry |
| <input type="checkbox"/> Tennis Courts | <input type="checkbox"/> Pond-Lake | <input type="checkbox"/> Other |
| <input type="checkbox"/> Horse Community Barn | <input type="checkbox"/> Dock Community | |

MLS Remarks / Property Description (750 character limit)

Exterior Features

Lot Dimensions (example 25ft X 125ft): _____

Exterior Building Type:		Lot Size:
<input type="checkbox"/> Aluminum Vinyl Siding	<input type="checkbox"/> Stucco	<input type="checkbox"/> Less than .25 acre
<input type="checkbox"/> Brick	<input type="checkbox"/> Stone	<input type="checkbox"/> .25-.49 acre
<input type="checkbox"/> Cedar	<input type="checkbox"/> Marble-Granite	<input type="checkbox"/> .50-.99 acre
<input type="checkbox"/> Frame	<input type="checkbox"/> Concrete	<input type="checkbox"/> 1.0-1.99 acres
<input type="checkbox"/> Block	<input type="checkbox"/> Asbestos Siding	<input type="checkbox"/> 2.0-4.99 acres
<input type="checkbox"/> Glass	<input type="checkbox"/> Limestone	<input type="checkbox"/> 5.0-9.99 acres
<input type="checkbox"/> Log	<input type="checkbox"/> Slate	<input type="checkbox"/> 10+ acres
<input type="checkbox"/> Masonite	<input type="checkbox"/> Clad Trim	<input type="checkbox"/> Oversized Chicago Lot
<input type="checkbox"/> Shakes	<input type="checkbox"/> Other	<input type="checkbox"/> Standard Chicago Lot

Lot Description:	Foundation:	Roof Type:
<input type="checkbox"/> Beach	<input type="checkbox"/> Block	<input type="checkbox"/> Asphalt-Shingle
<input type="checkbox"/> Chain of Lake Frontage	<input type="checkbox"/> Brick	<input type="checkbox"/> Metal
<input type="checkbox"/> Channel Front	<input type="checkbox"/> Concrete	<input type="checkbox"/> Rubber
<input type="checkbox"/> Corner	<input type="checkbox"/> Pillars	<input type="checkbox"/> Slate
<input type="checkbox"/> Cul-de-sac	<input type="checkbox"/> Reinforced Caisson	<input type="checkbox"/> Tar & Gravel
<input type="checkbox"/> Fenced Yard	<input type="checkbox"/> Stone	<input type="checkbox"/> Tile
<input type="checkbox"/> Forest Preserve	<input type="checkbox"/> Wood	<input type="checkbox"/> Wood Shank-Shingles
<input type="checkbox"/> Golf Course Lot	<input type="checkbox"/> Other	<input type="checkbox"/> Other
<input type="checkbox"/> Horses OK		
<input type="checkbox"/> Lake Front		
<input type="checkbox"/> Professionally Landscaped		
<input type="checkbox"/> Legal Non-Conforming		
<input type="checkbox"/> Park Adjacent		
<input type="checkbox"/> Pond		
<input type="checkbox"/> Riverfront		
<input type="checkbox"/> Stream		
<input type="checkbox"/> Water View		
<input type="checkbox"/> Wooded		
<input type="checkbox"/> Rear of Lot		
<input type="checkbox"/> Irregular		

Exterior Property Features:		
<input type="checkbox"/> Balcony	<input type="checkbox"/> Roof Deck	<input type="checkbox"/> Tennis Court
<input type="checkbox"/> Deck	<input type="checkbox"/> Porch Screened	<input type="checkbox"/> Boat Dock
<input type="checkbox"/> Patio	<input type="checkbox"/> Gazebo	<input type="checkbox"/> Pool - above ground
<input type="checkbox"/> Porch	<input type="checkbox"/> Storage Shed	<input type="checkbox"/> Pool - in ground
<input type="checkbox"/> Green house	<input type="checkbox"/> Dog Run	<input type="checkbox"/> Outdoor Grill
<input type="checkbox"/> Hot Tub	<input type="checkbox"/> Horse Barn	<input type="checkbox"/> Outdoor Fireplace

Parking:	Parking Ownership:	Garage Details:	Driveway:
<input type="checkbox"/> Attached Garage <input type="checkbox"/> Detached Garage # cars _____ <input type="checkbox"/> Exterior Space(s) # spaces _____ <input type="checkbox"/> No Parking	<input type="checkbox"/> Owned <input type="checkbox"/> Leased monthly fee: \$_____ transferable (Y/N): ____ <input type="checkbox"/> N/A	<input type="checkbox"/> Garage Door Opener <input type="checkbox"/> Heated <input type="checkbox"/> Tandem <input type="checkbox"/> 7ft or Higher Ceiling <input type="checkbox"/> N/A	<input type="checkbox"/> Asphalt <input type="checkbox"/> Brick <input type="checkbox"/> Concrete <input type="checkbox"/> Gravel <input type="checkbox"/> Other

Is Parking on site (Y/N): _____

Interior Features

Approximate Square Footage: _____ # of Bedrooms _____

of Full Baths _____ # of Half Baths: _____ Master Bath (Y/N): _____

Basement:	Basement Description:	
<input type="checkbox"/> Full <input type="checkbox"/> Partial <input type="checkbox"/> Walkout <input type="checkbox"/> English <input type="checkbox"/> None	<input type="checkbox"/> Finished <input type="checkbox"/> Partially Finished <input type="checkbox"/> Unfinished <input type="checkbox"/> Crawl <input type="checkbox"/> Cellar	<input type="checkbox"/> Sub Basement <input type="checkbox"/> Exterior Access <input type="checkbox"/> Other <input type="checkbox"/> Bathroom Rough-in

Basement Bath (Y/N): _____ Attic (Y/N): _____ # of Interior Fireplaces: _____

Fireplace Locations:	Fireplace Details:	Bath Amenities:	
<input type="checkbox"/> Living Room <input type="checkbox"/> Family Room <input type="checkbox"/> Master Bedroom <input type="checkbox"/> Basement <input type="checkbox"/> Loft <input type="checkbox"/> Other	<input type="checkbox"/> Gas <input type="checkbox"/> Gas Starter <input type="checkbox"/> Wood Burning <input type="checkbox"/> Electric <input type="checkbox"/> Decorative Only <input type="checkbox"/> Includes Accessories	<input type="checkbox"/> MBR-Full <input type="checkbox"/> MBR-Half <input type="checkbox"/> Shared MBR <input type="checkbox"/> Whirlpool <input type="checkbox"/> Sep Shower	<input type="checkbox"/> Handicap Shower <input type="checkbox"/> Steam Shower <input type="checkbox"/> Double Sink <input type="checkbox"/> Bidet

Interior Property Features:

- | | | |
|--|---|---|
| <input type="checkbox"/> Vaulted-Cathedral Ceiling | <input type="checkbox"/> Bar - Wet | <input type="checkbox"/> In Law Arrangement |
| <input type="checkbox"/> Skylight | <input type="checkbox"/> Elevator | <input type="checkbox"/> 1st Floor Laundry |
| <input type="checkbox"/> Sauna | <input type="checkbox"/> Hardwood Floors | <input type="checkbox"/> 2nd Floor Laundry |
| <input type="checkbox"/> Steam Room | <input type="checkbox"/> Wood Laminate Floors | <input type="checkbox"/> Pool - Indoors |
| <input type="checkbox"/> Hot Tub | <input type="checkbox"/> Heated Floors | <input type="checkbox"/> 1st Floor Bathroom |
| <input type="checkbox"/> Bar - Dry | <input type="checkbox"/> First Floor Bedroom | |

Room Details

ROOM DESCRIPTION	DIMENSIONS (L x W)	LEVEL	FLOORING TYPE
Living Room			
Dining Room			
Kitchen			
Family Room			
Master Bedroom			
2 nd Bedroom			
3 rd Bedroom			
4 th Bedroom			
5 th Bedroom			
Other -			
Other -			
Other -			
Other -			

Dining Room:	Kitchen Type:	Appliances:	
<input type="checkbox"/> Separate <input type="checkbox"/> With Living Room <input type="checkbox"/> With Family Room <input type="checkbox"/> L Shaped	<input type="checkbox"/> Eat-In Breakfast Bar <input type="checkbox"/> Eat-In Table <input type="checkbox"/> Galley <input type="checkbox"/> Island <input type="checkbox"/> Butler Pantry <input type="checkbox"/> Closet Pantry <input type="checkbox"/> Walk-in Pantry	<input type="checkbox"/> Double Oven <input type="checkbox"/> Oven-Range <input type="checkbox"/> Microwave <input type="checkbox"/> Dishwasher <input type="checkbox"/> Dishwasher Portable <input type="checkbox"/> Refrigerator <input type="checkbox"/> Refrigerator in Bar Area	<input type="checkbox"/> Freezer <input type="checkbox"/> Washer <input type="checkbox"/> Dryer <input type="checkbox"/> Disposal <input type="checkbox"/> Compactor <input type="checkbox"/> Grill Indoors <input type="checkbox"/> Grill Outdoors

Utilities

Air Conditioning:	Water Source:	Sewer:	Electric System:
<input type="checkbox"/> Central Air <input type="checkbox"/> 1 window unit <input type="checkbox"/> 2 window units <input type="checkbox"/> 3+ window units <input type="checkbox"/> Zoned <input type="checkbox"/> None	<input type="checkbox"/> Lake Michigan <input type="checkbox"/> Public <input type="checkbox"/> Private Company <input type="checkbox"/> Well Community <input type="checkbox"/> Well Private <input type="checkbox"/> Well Shared <input type="checkbox"/> Other	<input type="checkbox"/> Septic Mechanical <input type="checkbox"/> Septic Private <input type="checkbox"/> Septic Shared <input type="checkbox"/> Sewer Public <input type="checkbox"/> Other	<input type="checkbox"/> Circuit Breaker <input type="checkbox"/> Fuses <input type="checkbox"/> 200+ Amp Service <input type="checkbox"/> 150Amp Service <input type="checkbox"/> 100Amp Service <input type="checkbox"/> 60Amp Service <input type="checkbox"/> 30Amp Service

Heat/Fuel:		Equipment:	
<input type="checkbox"/> Gas	<input type="checkbox"/> Radiant	<input type="checkbox"/> Humidifier	<input type="checkbox"/> Intercom
<input type="checkbox"/> Electric	<input type="checkbox"/> Space Heater	<input type="checkbox"/> Water Softener Owned	<input type="checkbox"/> Fire Sprinkler
<input type="checkbox"/> Oil	<input type="checkbox"/> 2 Separate Htg Systems	<input type="checkbox"/> Water Softener Rented	<input type="checkbox"/> CO Detectors
<input type="checkbox"/> Propane	<input type="checkbox"/> Individual Controls	<input type="checkbox"/> Central Vacuum	<input type="checkbox"/> Ceiling Fans
<input type="checkbox"/> Solar	<input type="checkbox"/> Zoned	<input type="checkbox"/> TV Cable	<input type="checkbox"/> Fan Attic Exhaust
<input type="checkbox"/> Forced Air	<input type="checkbox"/> Other	<input type="checkbox"/> TV Dish	<input type="checkbox"/> Fan Whole House
<input type="checkbox"/> Hot Water-Steam	<input type="checkbox"/> None	<input type="checkbox"/> TV Antenna	<input type="checkbox"/> Sump Pump
<input type="checkbox"/> Baseboard		<input type="checkbox"/> Security System	<input type="checkbox"/> Sprinkler Lawn
			<input type="checkbox"/> Air Exchanger

Taxes and Assessments

Tax Year: _____ Annual Taxes: \$ _____ Homeowners Assoc. (Y/N): _____ Assessment Amt: \$ _____

Property Mgmt Co (if applicable): _____ Contact (name & phone): _____

Property Tax Exemptions:	Assessment Frequency:	Assessment Includes:	
<input type="checkbox"/> Homeowner	<input type="checkbox"/> Annually	<input type="checkbox"/> Heat	<input type="checkbox"/> Clubhouse
<input type="checkbox"/> Senior	<input type="checkbox"/> Quarterly	<input type="checkbox"/> Air Conditioning	<input type="checkbox"/> Exercise Facility
<input type="checkbox"/> Other	<input type="checkbox"/> Monthly	<input type="checkbox"/> Water	<input type="checkbox"/> Pool
<input type="checkbox"/> None	<input type="checkbox"/> Other	<input type="checkbox"/> Electric	<input type="checkbox"/> Exterior Maintenance
	<input type="checkbox"/> N/A	<input type="checkbox"/> Gas	<input type="checkbox"/> Lawn Care
		<input type="checkbox"/> Parking	<input type="checkbox"/> Scavenger
		<input type="checkbox"/> Property Taxes	<input type="checkbox"/> Snow Removal
		<input type="checkbox"/> Common Insurance	<input type="checkbox"/> Lake Rights
		<input type="checkbox"/> Security	<input type="checkbox"/> Other
		<input type="checkbox"/> Doorman	<input type="checkbox"/> None
		<input type="checkbox"/> TV Cable	

Misc. Information

Is the Owner a Real Estate Agent (Y/N): _____

Showing Contact Phone #s: 1st: _____ 2nd: _____

Special Showing Instructions (24hr notice, no showings after 7pm, etc.): _____