



All fields marked with an asterisk () and Bold Text are required. (Lookup) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching.

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|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| *TYPE <input type="checkbox"/> Duplex <input type="checkbox"/> Triplex <input type="checkbox"/> FourPlex <input type="checkbox"/> Other | *County: _____ *Asking Price \$: _____ (#4) (Range Search) *Address: _____ <small>St. # St. Dir. *Street Name</small> Address2: _____ (25) *City: _____ (25) State: _____ (2) ZIP+4: _____ | *STATUS <input checked="" type="checkbox"/> Active *FOR SALE or RENT <input type="checkbox"/> For Sale <input type="checkbox"/> For Rent |
| *IDX <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> X (Yes, without address) | | |

MAKE SELECTIONS UNDER EACH OF THE FOLLOWING KEYWORDS OR RANGE FIELDS

| | | | |
|-----------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| KEYWORDS | * BEDROOMS <input type="checkbox"/> N / A <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four + <input type="checkbox"/> Mixed | *SHOWING INSTRUCTIONS <input type="checkbox"/> Call List Office <input type="checkbox"/> Call Agent <input type="checkbox"/> Call Owner <input type="checkbox"/> Call Tenant <input type="checkbox"/> Keysafe / Lockbox <input type="checkbox"/> Keys In Office <input type="checkbox"/> Leave Message / Use KS <input type="checkbox"/> See Remarks | *PARKING <input type="checkbox"/> Garage <input type="checkbox"/> Carport <input type="checkbox"/> Open |
| | *POOL / SPA <input type="checkbox"/> None <input type="checkbox"/> Spa Only <input type="checkbox"/> Above Ground <input type="checkbox"/> In Ground <input type="checkbox"/> Pool & Spa | *LAUNDRY <input type="checkbox"/> None <input type="checkbox"/> Each Unit <input type="checkbox"/> Shared <input type="checkbox"/> See Remarks | *OCCUPANCY <input type="checkbox"/> Tenant <input type="checkbox"/> Owner <input type="checkbox"/> Vacant |

| GENERAL INFORMATION | *Advertise on Internet (Y / Yes, without address / N): _____ (General Lookup) | | | | | | | | | | | | | | | | | | | | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|----------------|-------------|-------------|--------|--|--|--|--|--------|--|--|--|--|--------|--|--|--|--|--------|--|--|--|--|
| | *List Date: ____/____/____ *Expire Date: ____/____/____ | | | | | | | | | | | | | | | | | | | | | | | | |
| | *List Agent: _____ Phone: _____ List Office 1: _____ Phone: _____ List Agent 2: _____ Phone: _____ List Office 2: _____ Phone: _____ | | | | | | | | | | | | | | | | | | | | | | | | |
| | Commission to Buyers Agent % / \$: _____ (5) Variable Rate: ____ (1) | | | | | | | | | | | | | | | | | | | | | | | | |
| | Exclusive Agency: ____ (1) Selling Agent Bonus w/Broker Approval: _____ (5) | | | | | | | | | | | | | | | | | | | | | | | | |
| | *Legal: _____ (100) | | | | | | | | | | | | | | | | | | | | | | | | |
| | *Tax Code: _____ (25) | | | | | | | | | | | | | | | | | | | | | | | | |
| | Tax Info: Taxes: _____ (10) Tax Year: _____ (4) | | | | | | | | | | | | | | | | | | | | | | | | |
| | *Subdivision: _____ (10) (General Look Up) *Area: _____ (10) (General Look Up) | | | | | | | | | | | | | | | | | | | | | | | | |
| | *Number of Acres: _____ (15) (Range) Number of Units: _____ (#2) (Range) Lot Dimensions: _____ (25) Zoning: _____ (10) *H/C Sq. Ft.: _____ (#2) (Range) Total Sq. Ft.: _____ (#4) Range *Year Built: _____ (#2) (Range) | | | | | | | | | | | | | | | | | | | | | | | | |
| <table border="1"> <thead> <tr> <th>Unit # (3)</th> <th># Bedroom (3)</th> <th># Bathroom (6)</th> <th>Sq. Ft. (5)</th> <th>Rent \$ (8)</th> </tr> </thead> <tbody> <tr><td>Unit 1</td><td></td><td></td><td></td><td></td></tr> <tr><td>Unit 2</td><td></td><td></td><td></td><td></td></tr> <tr><td>Unit 3</td><td></td><td></td><td></td><td></td></tr> <tr><td>Unit 4</td><td></td><td></td><td></td><td></td></tr> </tbody> </table> | Unit # (3) | # Bedroom (3) | # Bathroom (6) | Sq. Ft. (5) | Rent \$ (8) | Unit 1 | | | | | Unit 2 | | | | | Unit 3 | | | | | Unit 4 | | | | |
| Unit # (3) | # Bedroom (3) | # Bathroom (6) | Sq. Ft. (5) | Rent \$ (8) | | | | | | | | | | | | | | | | | | | | | |
| Unit 1 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Unit 2 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Unit 3 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Unit 4 | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total Income: Monthly Rent: _____ (10) Annual Rents: _____ (10) Total Expenses: Monthly Expense: _____ (10) Annual Expense: _____ (10) Owner Name: _____ (25) Owner Phone: _____ (15) | | | | | | | | | | | | | | | | | | | | | | | | | |
| *Directions: _____ (200) | | | | | | | | | | | | | | | | | | | | | | | | | |

| | |
|----------------|----------------------------------------------|
| REMARKS | Internet Remarks (512 Characters Only) _____ |
| | Confidential REALTOR ® Addendum _____ |

I have reviewed this information and find it accurate to the best of my knowledge and have entered into an Exclusive Employment Agreement with the undersigned Broker:

Seller: _____ Date: _____ Seller: _____ Date: _____

I certify that I have a valid Exclusive Employment Agreement on this property and agree to the expiration date above and authorize the Santa Cruz County MLS to disseminate the above to its Subscribers according to its Rules and Regulations. In the event of a sale, the sale price terms will be disseminated.

Agent: _____ Date: _____ Broker: _____ Date: _____

The information contained herein is deemed reliable but not guaranteed

Features: select all that apply.

- A. EXTERIOR
1 ST Stucco
2 SL Slump Block
3 BR Brick
4 SF Stone Face
5 WS Wood Siding
6 MS Metal Siding
7 VS Vinyl Siding
8 OS Other Siding
9 SR See Remarks
B. CONSTRUCTION
1 SB Slump Block
2 WF Wood Frame
3 ST Steel Frame
4 CB Concrete Block
5 AD Adobe
6 EB Energy Block
7 EP Energy Panels
8 RE Rammed Earth
9 BA Straw Bale
10 SR See Remarks
C. ROOF TYPE
1 SH Shingle
2 TI Tile
3 CO Composite
4 BG Built Up Gravel
5 RL Roll
6 MT Metal
7 SK Shake
8 BU Built Up w/Ctng
9 SR See Remarks
D. ROOF WARRANTY
1 Y Yes
2 N No
3 T Transferable
4 UN Unknown
E. EXTERIOR FEATURES
1 SS Storage Shed
2 CY Court Yard
3 RG RV Gate
4 DR Dog Run
5 FN Fountain
6 SL Security Lights
7 PE Play Equipment
8 DK Deck
9 FY Fenced Yard
10 CP Covered Patio
11 TC Tennis Courts
12 AL Alley
13 SW Sidewalk
14 ST Street Lights
15 SP Sprinkler/Drip
16 PS Private Storage
17 BB BBQ
18 RH RV Hookup
19 RP RV Parking
20 SR See Remarks
F. FURNISHED
1 NO No
2 AL All
3 PA Partial
G. BROCHURE AVAILABLE
1 Y Yes
2 N No
H. LANDSCAPING
1 NA Natural
2 DS Desert
3 GR Gravel
4 GS Grass
5 TR Trees
6 SH Shrubs
7 GD Graded
8 SR See Remarks
I. WINDOW COVERING
1 AS All Drapes Stay
2 SS Some Drapes Stay
3 MB Mini Blinds
4 VB Vertical Blinds
5 SR See Remarks
J. FLOOR COVERING
1 WA Carpet
2 VL Vinyl/Linoleum
3 MT Mexican Tile
4 CM Ceramic
5 VA V/A Tile
6 HW Hardwood
7 OT Other
8 SR See Remarks

- K. INTERIOR FEATURES
1 VC Vaulted Ceils
2 CF Ceiling Fan(s)
3 WC Walk In Closet(s)
4 DPs Dual Pane Window
5 CV Central Vacuum
6 AS Alarm System
7 EB Exposed Beams
8 WB Wet Bar
9 PS Plant Shelves
10 FY Foyer
11 WS Workshop
12 WT Water Softener
13 SW Storm Windows
14 IC Intercom
15 SD Smoke Detector
16 BW Bay Window
17 WP Wall Paper
18 PL Paneling
19 JT Jetted Tub
20 SK Skylight(s)
21 SS Separate Shower(s)
22 DM Dual Sinks/Master
23 DH Dual Sinks/Hall
24 BM Basement
25 DR Dining Room
26 FR Family Room
27 GR Great Room
28 HA Handicap Access
29 PH Phone System
30 SR See Remarks
L. KITCHEN FEATURES
1 ER Electric Range
2 GR Gas Range
3 DO Double Oven
4 DW Dishwasher
5 GD Garbage Disposal
6 RF Refrigerator
7 WP Water Purifier
8 MW Microwave
9 CP Compactor
10 BK Breakfast Bar
11 BN Breakfast Nook
13 PC Pantry Cabinet
14 PL Pantry Closet
15 PW Pantry Walk In
16 DK Desk
17 IS Island
18 LS Lazy Susan
19 DS Double Sink
20 SR See Remarks
M. FENCING
1 Block Block
2 Wood Wood
3 CL Chain Link
4 BW Barbed Wire
5 SM Smooth Wire
6 Stone Stone
7 WI Wrought Iron
8 EL Electric
9 FR Fair
10 GD Good
11 NO None
12 Other Other
13 SR See Remarks
N. EXTRA ROOMS
1 SD Study/Den
2 SH Spa/Hot Tub
3 SW Sewing
4 GQ Guest Quarters
5 GH Green House
6 SA Sauna
7 BO Bonus
8 SR See Remarks
O. ROAD TYPE
1 PV Paved
2 CS Chip/Seal
3 GD Gravel/Dirt
4 SR See Remarks
P. ROAD MAINTENANCE
1 CI City
2 CO County
3 MA Maintenance Agreement
4 OM Owner Maintenance
5 NO None
6 SR See Remarks
Q. HAZARDOUS MATERIALS
1 UK Unknown
2 LP Lead Paint
3 AS Asbestos
4 RD Radon
5 NO None
6 SR See Remarks
R. FLOOD ZONE
1 CD Zone C/D
2 ZB Zone B
3 ZA Zone A
4 TB TBD
5 EC Elev. Cert.
6 SR See Remarks

- S. MAIN HEAT
51 FG FAGH
52 FE FAEH
53 HP Heat Pump
54 RD Radiant CBL.
55 BB Baseboard
56 GP Gas Pac
57 WL Wall
58 OT Other
59 SR See Remarks
T. MAIN COOLING
1 EV Evaporative
2 CT Central A/C
3 WN Window A/C
4 HP Heat Pump
5 DC Dual Cooling
6 OT Other
7 NO None
8 SR See Remarks
U. WATER HEATER
1 NG Natural Gas
2 PP Propane
3 EL Electric
4 SL Solar
5 SR See Remarks
V. GAS
1 NT Natural
2 PP Propane
3 NO None
4 SR See Remarks
5 TP Tenant Pays
6 OP Owner Pays
W. ELECTRIC
1 UN Unisource
2 AP APS
3 TP Tenant Pays
4 OP Owner Pays
5 SL Solar
6 NO None
7 OT Other
8 SR See Remarks
X. WATER
1 WC Water Company
2 WR Private Well (R)
3 WN Private Well (NR)
4 WS Well Shared
5 CI City
6 IW Irrigation Well
7 TP Tenant Pays
8 OP Owner Pays
9 SR See Remarks
Y. SEWER
1 SP Septic
2 CI City
3 PV Private
4 AL Alternative System
5 TP Tenant Pays
6 OP Owner Pays
7 SR See Remarks
Z. TRASH
1 CI City
2 PC Private Company
3 OT Other
4 NO None
5 SR See Remarks
6 TP Tenant Pays
7 OP Owner Pays
ZA. TV
1 CA Cable
2 ST Satellite
3 WL Wireless
4 AT Antenna
5 SR See Remarks
6 TP Tenant Pays
7 OP Owner Pays
ZB. TERMS
1 CA Cash
2 VA VA
3 FH FHA
4 CV Conventional
5 WR Wrap
6 OW Owner Carry
7 LO Lease Option
8 EX Exchange
9 AS Assumption
10 SA Submit All
ZC. WATER MANAGEMENT
1 IN Irrig Non Expansion Area
2 AM Active Management Area
3 OT Other
4 NO None
5 SR See Remarks

Sellers Initials: _____

ZD. PARKING

- 1 1U One Per Unit
- 2 2U Two Per Unit
- 3 CV Covered
- 4 UC Uncovered
- 5 ON On Property
- 6 OP Off Property
- 7 CP Carport
- 8 GA Garage
- 9 SR See Remarks

ZE. DOCUMENTS ON FILE

- 1 LG Legal
- 2 SV Survey
- 3 SP Surveyed Plat
- 4 DR Deed Restrictions
- 5 PH Photos
- 6 TM Topographic Map
- 7 AP Appraisal
- 8 LS Leases
- 9 EA Easements
- 10 AR Aerial Photo
- 11 SA Soil Analysis
- 12 IC Income Status
- 13 WA Water Analysis
- 14 WL Well Agreement
- 15 RM Road Maint. Agreement
- 16 DW DWR Regulations
- 17 MP Maps
- 18 SR See Remarks

ZF. FENCED PARKING

- 1 N No
- 2 Y Yes

ZG. FENCED STORAGE

- 1 Y Yes
- 2 N No

ZH. FINANCIAL AVAILABLE

- 1 BK Books
- 2 PR Records

ZI. FIREPLACE

- 1 1 One
- 2 2 Two
- 3 >2 >Two
- 4 WS Wood Stove
- 5 PS Pellet Stove
- 6 GL Gas Log
- 7 DF Dual Fireplace
- 8 ST See Through
- 9 IN Fireplace Insert
- 10 SR See Remarks

ZJ. INSURANCE

- 1 TP Tenant Pays
- 2 OP Owner Pays

ZK. KNOWN HAZARDS

- 1 UK Unknown
- 2 LP Lead Paint
- 3 AS Asbestos
- 4 RD Radon
- 5 SR See Remarks

ZL. LAUNDRY

- 1 RM Room
- 2 CL Closet
- 3 IK In Kitchen
- 4 IG In Garage
- 5 SR See Remarks

ZM. POSSESSION

- 1 NG Negotiable
- 2 RC Recording
- 3 IM Immediate
- 4 30 30 Day Tenant
- 5 SR See Remarks

ZN. SCHOOL DISTRICT

- 1 NO Nogales
- 2 RR Rio Rico
- 3 PA Patagonia
- 4 OT Other
- 6 TBD To Be Determined

ZO. TAXES

- 1 TP Tenant Pays
- 2 OP Owner Pays

Sellers Initials: _____
Sellers Initials: _____