

**Instructions:**

Tip: To use a fillable PDF form, open the form from the Resource Center. Save the form to your computer, and close the tab in your browser. Open the saved form using a PDF reader program and you'll then be able to enter your listing details. Be sure to save your changes before closing the form!

**Start Listing**

<p><b>! Property Subtype</b></p> <input type="checkbox"/> Condominium <input type="checkbox"/> Fractional <input type="checkbox"/> Multi-Family <input type="checkbox"/> Single Family Residence <input type="checkbox"/> Townhouse	<p><b>! Structure Type</b></p> <input type="checkbox"/> Duplex <input type="checkbox"/> High Rise (8+) <input type="checkbox"/> House <input type="checkbox"/> Low Rise (1-3) <input type="checkbox"/> Manufactured House <input type="checkbox"/> Mid Rise (4-7) <input type="checkbox"/> Patio/Cluster <input type="checkbox"/> Quadplex <input type="checkbox"/> Townhouse <input type="checkbox"/> Triplex
<p><b>Are You or someone in your Office the Listing Agent for this Closed Off MLS listing?</b></p> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<p><b>! Tax Legal Description</b></p>	

**Agent Info**

<p><b>! List Agent MLSID / Name / Office</b></p>
<p><b>CoList Agent MLSID / Name / Office</b></p>

**Comp Fields**

<b>Above Grade Finished Area</b>	<b>Living Area</b>	<b>Building Area (SqFt) Total</b>	<b>Bedrooms Total</b>
<b>! Lot Size Area</b>	<b>Ownership Amount</b> <input type="checkbox"/> 1/10 <input type="checkbox"/> 1/12 <input type="checkbox"/> 1/2 <input type="checkbox"/> 1/4 <input type="checkbox"/> 1/5 <input type="checkbox"/> 1/52 <input type="checkbox"/> 1/7 <input type="checkbox"/> 1/8		<b>Bathrooms Total</b>
<b>Lot Size Measurement</b> <input type="checkbox"/> Acres <input type="checkbox"/> Square Feet	<b>Association Fee</b>		

**Address & Legal**

<b>! County</b>	<b>! Street Address</b>		
<b>! City</b>	<b>! State</b>	<b>Unit / Building #</b>	<b>! Parcel Number</b>
<b>! Tax Annual Amount</b>	<b>! Tax Year</b>	<b>Tax Exemptions</b> <input type="checkbox"/> Senior Tax Exemptions	
<b>Subdivision Name</b>			

**SSBR Region (Only applies to Steamboat Spring Board of REALTORS)**

<b>City Region (Buyer Tour Region)</b>	<b>Development Name</b>
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Parking

<b>Parking Type</b> <input type="checkbox"/> Carport (Attached) <input type="checkbox"/> Carport (Detached) <input type="checkbox"/> Community Parking Garage <input type="checkbox"/> Covered Parking <input type="checkbox"/> Garage (Attached) <input type="checkbox"/> Garage (Detached) <input type="checkbox"/> None <input type="checkbox"/> Off-Street <input type="checkbox"/> Parking Lot <input type="checkbox"/> Recreational Vehicle <input type="checkbox"/> Reserved - Deeded <input type="checkbox"/> Reserved - Exclusive Use Only	# Spaces	Parking Description
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Remarks

<b>Public Remarks</b> (2000 char)
<b>Private Remarks</b> (2000 char)
<b>Exclusions</b> (1024 char)

Close Information

<b>Close Price</b>	<b>List Price</b>	<b>Close Date</b>	
<b>Buyer Financing</b> <input type="checkbox"/> Assumed <input type="checkbox"/> Cash <input type="checkbox"/> Conventional <input type="checkbox"/> Exchange <input type="checkbox"/> FHA <input type="checkbox"/> Private <input type="checkbox"/> Seller Financing <input type="checkbox"/> USDA <input type="checkbox"/> VA <input type="checkbox"/> Wrap Around		<b>Arms Length Transaction</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Concessions</b> <input type="checkbox"/> Buyer Closing Costs/Seller Points Paid <input type="checkbox"/> Buyer Credit/Incentives <input type="checkbox"/> Cash <input type="checkbox"/> No <input type="checkbox"/> Other <input type="checkbox"/> Personal Property <input type="checkbox"/> Seller Down Payment Assistance			<b>Concessions Amount</b>

Close Information

**Closing Comments**

Buyer Agent Information

**! Buyer Agent MLSID / Name / Office**

**Co Buyer Agent MLSID / Name / Office**

**Buyer Agency Compensation \$ , %**