

Instructions:

-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!!

-References to compensation are not permitted anywhere in the MLS, including remarks, showing instructions, free-text fields, photos, etc. The person inputting this listing into REcolorado's MLS System must confirm they will not enter any compensation information.

Start Listing

! Property Subtype <input type="checkbox"/> Manufactured Home <input type="checkbox"/> Mobile Home (pre-1976)	! Status <input type="checkbox"/> Active <input type="checkbox"/> Coming Soon	! Active Date	! Year Built
! Land Lease (Home on Rented Lot) <input type="checkbox"/> Yes <input type="checkbox"/> No			

Agent Info

! List Agent MLSID / Name / Office
CoList Agent MLSID / Name / Office

Listing Dates & Conditions

! Expiration Date	! Price	! Ownership Seller Type <input type="checkbox"/> Agent Owner <input type="checkbox"/> Bank/GSE <input type="checkbox"/> Builder <input type="checkbox"/> Corporation/Trust <input type="checkbox"/> Estate <input type="checkbox"/> Government <input type="checkbox"/> Individual <input type="checkbox"/> Relo Company
Occupant Type <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant		
! Listing Terms <input type="checkbox"/> 1031 Exchange <input type="checkbox"/> Cash <input type="checkbox"/> Conventional <input type="checkbox"/> Farm Service Agency <input type="checkbox"/> FHA <input type="checkbox"/> Jumbo <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Other <input type="checkbox"/> Owner Will Carry <input type="checkbox"/> Private Financing Available <input type="checkbox"/> Qualified Assumption <input type="checkbox"/> USDA Loan <input type="checkbox"/> VA Loan		
! Special Listing Conditions <input type="checkbox"/> Auction <input type="checkbox"/> Equitable Interest <input type="checkbox"/> HUD Owned <input type="checkbox"/> None Known <input type="checkbox"/> Real Estate Owned <input type="checkbox"/> Short Sale <input type="checkbox"/> Third Party Approval		

Showing Info

! Showing Service <input type="checkbox"/> Broker Bay <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Showing Time		
Showing Phone	Showing Email	No Showings Until
Is there a recording device(s) at the property? <input type="checkbox"/> Audio and/or Voice Recording Inside <input type="checkbox"/> Audio and/or Voice Recording Outside <input type="checkbox"/> Camera(s) Inside <input type="checkbox"/> Camera(s) Outside		
Showing Notes (1200 char)		

! Required

Marketing

! Internet Entire Listing Display? <input type="checkbox"/> Yes <input type="checkbox"/> No		Internet Address Display? <input type="checkbox"/> Yes <input type="checkbox"/> No	
In the MLS, Also Market As <input type="checkbox"/> Commercial Lease <input type="checkbox"/> Commercial Sale <input type="checkbox"/> Farm <input type="checkbox"/> Land <input type="checkbox"/> Residential <input type="checkbox"/> Residential Income <input type="checkbox"/> Residential Lease			
Internet Automation Valuation Display? <input type="checkbox"/> Yes <input type="checkbox"/> No		Internet Consumer Comment? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Attribution Contact Type <input type="checkbox"/> Both ListAgent Email Phone <input type="checkbox"/> Both Office Email Phone <input type="checkbox"/> Listing Agent Email <input type="checkbox"/> Listing Agent Phone <input type="checkbox"/> Office Email <input type="checkbox"/> Office Phone			

Address & Legal

! County		! Street Address	
! City	! ZIP Code	! State	Lot Number
! Parcel Number	Tax Annual Amount	Tax Year	Special Taxing/Metro District <input type="checkbox"/> Yes <input type="checkbox"/> No
DOH1 (HUD tag / Decal #)	Metro District Website		

Location Description

Park Name		Is Incorporated <input type="checkbox"/> Yes <input type="checkbox"/> No	
Direction Faces <input type="checkbox"/> East <input type="checkbox"/> North <input type="checkbox"/> Northeast <input type="checkbox"/> Northwest <input type="checkbox"/> South <input type="checkbox"/> Southeast <input type="checkbox"/> Southwest <input type="checkbox"/> West			
View <input type="checkbox"/> City <input type="checkbox"/> Golf Course <input type="checkbox"/> Lake <input type="checkbox"/> Meadow <input type="checkbox"/> Mountain(s) <input type="checkbox"/> Plains <input type="checkbox"/> Ski Area <input type="checkbox"/> Valley <input type="checkbox"/> Water			
Distance To Bus	Distance To Light Rail	Distance To Other Transit	

Schools

! School District		! Elementary School	
! Middle Or Junior School		! High School	
School of Choice <input type="checkbox"/> Yes <input type="checkbox"/> No			

Building

Mobile Length	Mobile Width	! Body Type <input type="checkbox"/> Double Wide <input type="checkbox"/> Single Wide <input type="checkbox"/> Triple Wide
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! Required

Building

Number of Pads	Model	Make
Architectural Style <input type="checkbox"/> A-Frame <input type="checkbox"/> Bungalow <input type="checkbox"/> Chalet <input type="checkbox"/> Contemporary <input type="checkbox"/> Cottage <input type="checkbox"/> Mid-Century Modern <input type="checkbox"/> Modular <input type="checkbox"/> Mountain Contemporary <input type="checkbox"/> Rustic Contemporary <input type="checkbox"/> Spanish/SW <input type="checkbox"/> Traditional <input type="checkbox"/> Tudor <input type="checkbox"/> Urban Contemporary <input type="checkbox"/> Victorian		
! Construction Materials <input type="checkbox"/> Adobe <input type="checkbox"/> Asbestos <input type="checkbox"/> Block <input type="checkbox"/> Brick <input type="checkbox"/> Cedar <input type="checkbox"/> Cement Siding <input type="checkbox"/> Concrete <input type="checkbox"/> EIFS <input type="checkbox"/> Frame <input type="checkbox"/> ICFs (Insulated Concrete Forms) <input type="checkbox"/> Log <input type="checkbox"/> Metal Siding <input type="checkbox"/> Other <input type="checkbox"/> Rammed Earth <input type="checkbox"/> Rock <input type="checkbox"/> Stone <input type="checkbox"/> Straw <input type="checkbox"/> Structural Steel <input type="checkbox"/> Stucco <input type="checkbox"/> Vinyl Siding <input type="checkbox"/> Wood Siding		
! Roof <input type="checkbox"/> Architectural Shingles <input type="checkbox"/> Cement Shake <input type="checkbox"/> Composition <input type="checkbox"/> Concrete <input type="checkbox"/> Fiberglass <input type="checkbox"/> Heated <input type="checkbox"/> Membrane <input type="checkbox"/> Metal <input type="checkbox"/> Other <input type="checkbox"/> Rolled/Hot Mop <input type="checkbox"/> Simulated Shake <input type="checkbox"/> Slate <input type="checkbox"/> Solar Shingles <input type="checkbox"/> Spanish Tile <input type="checkbox"/> Stone-Coated Steel <input type="checkbox"/> Tar/Gravel <input type="checkbox"/> Unknown <input type="checkbox"/> Wood		
Exterior Features <input type="checkbox"/> Balcony <input type="checkbox"/> Barbecue <input type="checkbox"/> Dog Run <input type="checkbox"/> Elevator <input type="checkbox"/> Fire Pit <input type="checkbox"/> Garden <input type="checkbox"/> Gas Grill <input type="checkbox"/> Gas Valve <input type="checkbox"/> Heated Gutters <input type="checkbox"/> Lighting <input type="checkbox"/> Playground <input type="checkbox"/> Private Yard <input type="checkbox"/> Rain Gutters <input type="checkbox"/> Smart Irrigation <input type="checkbox"/> Spa/Hot Tub <input type="checkbox"/> Tennis Court(s) <input type="checkbox"/> Water Feature		
Patio and Porch Features <input type="checkbox"/> Covered <input type="checkbox"/> Deck <input type="checkbox"/> Front Porch <input type="checkbox"/> Patio <input type="checkbox"/> Rooftop <input type="checkbox"/> Wrap Around		
Skirt <input type="checkbox"/> Aluminum <input type="checkbox"/> Block <input type="checkbox"/> Brick <input type="checkbox"/> Combination <input type="checkbox"/> Concrete <input type="checkbox"/> Fiberglass <input type="checkbox"/> Frame <input type="checkbox"/> Metal <input type="checkbox"/> Stone <input type="checkbox"/> Stucco <input type="checkbox"/> Vinyl <input type="checkbox"/> Wood		
Accessibility Features <input type="checkbox"/> Accessible Approach with Ramp		Pool Features <input type="checkbox"/> Outdoor Pool <input type="checkbox"/> Private

Site

! Lot Size Area	! Lot Size Measurement <input type="checkbox"/> Acres <input type="checkbox"/> Square Feet	
Lot Features <input type="checkbox"/> Borders National Forest <input type="checkbox"/> Borders Public Land <input type="checkbox"/> Corner Lot <input type="checkbox"/> Cul-De-Sac <input type="checkbox"/> Ditch <input type="checkbox"/> Fire Mitigation <input type="checkbox"/> Flood Zone <input type="checkbox"/> Foothills <input type="checkbox"/> Greenbelt <input type="checkbox"/> Historical District <input type="checkbox"/> Irrigated <input type="checkbox"/> Landscaped <input type="checkbox"/> Level <input type="checkbox"/> Many Trees <input type="checkbox"/> Master Planned <input type="checkbox"/> Meadow <input type="checkbox"/> Mountainous <input type="checkbox"/> Near Public Transit <input type="checkbox"/> Near Ski Area <input type="checkbox"/> On Golf Course <input type="checkbox"/> Open Space <input type="checkbox"/> Protected Watershed <input type="checkbox"/> Rock Outcropping <input type="checkbox"/> Rolling Slope <input type="checkbox"/> Secluded <input type="checkbox"/> Sloped <input type="checkbox"/> Spring <input type="checkbox"/> Sprinklers In Front <input type="checkbox"/> Sprinklers In Rear <input type="checkbox"/> Subdividable <input type="checkbox"/> Suitable For Grazing <input type="checkbox"/> Wetlands		
Fencing <input type="checkbox"/> Fenced Pasture <input type="checkbox"/> Full <input type="checkbox"/> None <input type="checkbox"/> Partial	Ski Features <input type="checkbox"/> Cross Country Skiing <input type="checkbox"/> Ski In/Ski Out (Downhill)	Waterfront Features <input type="checkbox"/> Lake <input type="checkbox"/> Pond <input type="checkbox"/> River Front <input type="checkbox"/> Stream <input type="checkbox"/> Waterfront
Vegetation <input type="checkbox"/> Alfalfa Hay <input type="checkbox"/> Aspen <input type="checkbox"/> Brush <input type="checkbox"/> Cleared <input type="checkbox"/> Crop(s) <input type="checkbox"/> Grass Hay <input type="checkbox"/> Grassed <input type="checkbox"/> Heavily Wooded <input type="checkbox"/> Mixed <input type="checkbox"/> Natural State <input type="checkbox"/> Oak <input type="checkbox"/> Other <input type="checkbox"/> Partially Wooded <input type="checkbox"/> Pine <input type="checkbox"/> Pinon Pines <input type="checkbox"/> Sagebrush <input type="checkbox"/> Small Grains <input type="checkbox"/> Sparse <input type="checkbox"/> Thinned <input type="checkbox"/> Wooded <input type="checkbox"/> Xeriscaping		
Road Surface Type <input type="checkbox"/> Alley Paved <input type="checkbox"/> Dirt <input type="checkbox"/> Easement <input type="checkbox"/> Gravel <input type="checkbox"/> None <input type="checkbox"/> Paved		

! Required

Site

Road Frontage (Access) Type

Easement None Private Road Public Road Seasonal Shared Year Round

Road Responsibility

Private Maintained Road Public Maintained Road Road Maintenance Agreement

Water & Utilities

Water Included (Available)

Yes No

Water Source

Agriculture/Ditch Water Cistern Private Public
 Shared Well Spring Well

Well Type

Commercial Community Irrigation Not Drilled
 Not Operational Operational Private
 Sub-Area Augmentation

Well Usage

Commercial Domestic Household Inside Only
 Household w/Irrigation Household w/Livestock Other

Issued Well Permit #

Water Tap Paid

Yes No

Water Tap Fee

! Sewer

Community Holding Tank Public Sewer Septic Tank

Utilities

Cable Available Electricity Available Electricity Connected Electricity Not Available Electricity To Lot Line
 Internet Access (Wired) Natural Gas Available Natural Gas Connected Natural Gas Not Available Off Grid
 Phone Available Phone Connected Propane

Electric

110V 220 Volts 440 Volts Phase 3 Single Phase

Parking

Parking Features

220 Volts Asphalt Circular Driveway Concrete Driveway-Brick Driveway-Dirt Driveway-Gravel Driveway-Heated
 Dry Walled Electric Vehicle Charging Station (s) Exterior Access Door Finished Floor Coating Guest Heated Garage
 Insulated Lift Lighted Oversized Oversized Door Parking Lot RV Garage Smart Garage Door Storage
 Tandem Underground

! Parking Type

Carport (Attached) Carport (Detached)
 Community Parking Garage Covered Parking
 Garage (Attached) Garage (Detached) None
 Off-Street Parking Lot Recreational Vehicle
 Reserved - Deeded Reserved - Exclusive Use Only

! # Spaces

Length X Width

Parking Description

! Parking Type

Carport (Attached) Carport (Detached)
 Community Parking Garage Covered Parking
 Garage (Attached) Garage (Detached) None
 Off-Street Parking Lot Recreational Vehicle
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! # Spaces

Length X Width

Parking Description

! Required

Parking

<p>! Parking Type</p> <p><input type="checkbox"/> Carport (Attached) <input type="checkbox"/> Carport (Detached)</p> <p><input type="checkbox"/> Community Parking Garage <input type="checkbox"/> Covered Parking</p> <p><input type="checkbox"/> Garage (Attached) <input type="checkbox"/> Garage (Detached) <input type="checkbox"/> None</p> <p><input type="checkbox"/> Off-Street <input type="checkbox"/> Parking Lot <input type="checkbox"/> Recreational Vehicle</p> <p><input type="checkbox"/> Reserved - Deeded <input type="checkbox"/> Reserved - Exclusive Use Only</p>	<p>! # Spaces</p>	<p>Length X Width</p>	<p>Parking Description</p>
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Interior Area & SqFt

<p>! Above Grade Finished Area SqFt Above</p>	<p>Area Source Measured By</p> <p><input type="checkbox"/> Appraiser <input type="checkbox"/> Builder <input type="checkbox"/> Listor Measured <input type="checkbox"/> Public Records</p>
<p>! Living Area SqFt Finished - include Below Grade Finished SqFt</p>	<p>! Building Area Total SqFt Total - In Unit</p>

Room Info

- The level for bedrooms, bathrooms, and laundry is required per REcolorado Rules & Regulations.

<p>! Room Type</p>	<p>Level</p>	<p>Dimensions</p>
<p>Description</p>		
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<p>Description</p>		
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<p>Description</p>		
<p>! Room Type</p>	<p>Level</p>	<p>Dimensions</p>
<p>Description</p>		

! Required

HVAC & Appliances

! Heating Type & Fuel Source
 Active Solar Baseboard Coal Electric Floor Furnace Forced Air Geothermal Gravity Heat Pump
 Hot Water Natural Gas Oil Passive Solar Pellet Stove Propane Radiant Radiant Floor Solar Steam
 Wall Furnace Wood Wood Stove

! Cooling
 Air Conditioning-Room Attic Fan Central Air Evaporative Cooling None Other

Appliances
 Bar Fridge Convection Oven Cooktop Dishwasher Disposal Double Oven Down Draft Dryer
 Electric Water Heater Freezer Gas Water Heater Humidifier Microwave Oven Range Range Hood
 Refrigerator Self Cleaning Oven Smart Appliances Solar Hot Water Sump Pump Tankless Water Heater
 Trash Compactor Warming Drawer Washer Water Purifier Water Softener Wine Cooler

Other Equipment
 Air Purifier Home Theater Satellite Dish

Features

Interior Features
 Audio/Video Controls Block Counters Breakfast Nook Built-in Features Butcher Counters Ceiling Fan(s)
 Central Vacuum Concrete Counters Corian Counters Eat-in Kitchen Elevator Entrance Foyer Five Piece Bath
 Granite Counters High Ceilings High Speed Internet In-Law Floor Plan Jack & Jill Bath Jet Action Tub Kitchen Island
 Laminate Counters Limestone Counters Marble Counters No Stairs Open Floorplan Pantry Primary Suite
 Quartz Counters Radon Mitigation System Sauna Smart Ceiling Fan Smart Lights Smart Thermostat
 Smart Window Coverings Smoke Free Solid Surface Counters Sound System Spa/Hot Tub Stainless Counters
 Steel Counters Stone Counters Synthetic Counters T&G Ceilings Tile Counters Utility Sink Vaulted Ceiling(s)
 Walk-In Closet(s) Wet Bar Wired for Data

Flooring
 Bamboo Brick Carpet Concrete Cork Laminate Linoleum Parquet Stone Tile Vinyl Wood

Window Features
 Bay Window(s) Double Pane Windows Egress Windows Skylight(s) Storm Window(s) Triple Pane Windows
 Window Coverings Window Treatments

Fireplaces Total

Fireplace Features
 Basement Bedroom Circulating Dining Room Electric Ethanol Family Room Free Standing Gas
 Gas Log Great Room Insert Kitchen KIVA Living Room Other Outside Pellet Stove Primary Bedroom
 Rec/Bonus Room Wood Burning Wood Burning Stove

Land Lease Info

! Land Lease Amount	! Land Lease Amount Frequency <input type="checkbox"/> Annually <input type="checkbox"/> Bi-Monthly <input type="checkbox"/> Bi-Weekly <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annually	! Land Lease Expiration Date
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Association

! Association? <input type="checkbox"/> Yes <input type="checkbox"/> No	Multiple Associations? <input type="checkbox"/> Yes <input type="checkbox"/> No
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! Required

Association

! Association Name	! Association Type <input type="checkbox"/> Professionally Managed <input type="checkbox"/> Self Managed <input type="checkbox"/> Voluntary	! Association Fee	! Fee Frequency <input type="checkbox"/> Annually <input type="checkbox"/> Included in Property Tax <input type="checkbox"/> Monthly <input type="checkbox"/> None <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annually
! Association Phone	Association URL		
! Association Name	! Association Type <input type="checkbox"/> Professionally Managed <input type="checkbox"/> Self Managed <input type="checkbox"/> Voluntary	! Association Fee	! Fee Frequency <input type="checkbox"/> Annually <input type="checkbox"/> Included in Property Tax <input type="checkbox"/> Monthly <input type="checkbox"/> None <input type="checkbox"/> Quarterly <input type="checkbox"/> Semi-Annually
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! Association Phone	Association URL		

Association Fee Includes
 Cable TV Capital Reserves Electricity Exterior Maintenance w/out Roof Gas Heat Insurance Internet
 Irrigation Water Maintenance Grounds Maintenance Structure On-Site Check In Recycling Road Maintenance
 Security Sewer Shuttle Available Snow Removal Trash Valet Water

Association (Community) Amenities
 Clubhouse Coin Laundry Fitness Center Garden Area Gated Golf Course Laundry Park Parking
 Playground Pond Seasonal Pool Security Spa/Hot Tub Storage Tennis Court(s) Trail(s)

! Senior Community <input type="checkbox"/> Yes <input type="checkbox"/> No	! Restrictions/Covenants? <input type="checkbox"/> Yes <input type="checkbox"/> No	Rentals Allowed <input type="checkbox"/> Long Term <input type="checkbox"/> None <input type="checkbox"/> Short Term Lease
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Restrictions/Covenants
 Affordable Housing Income Restriction Lease Restrictions No Street Parking Other Ownership Retention
 Special Assessment

Pets Allowed
 Breed Restrictions Cats OK Dogs OK No Number Limit Size Limit Variable Pet Deposit Yes

Restrictions (Other)

Association Transfer Amount (\$ or %)	Association Private Transfer Fee (\$ or %)
Association Status Letter Fee (\$ or %)	Special Assessment Description

Remarks

Public Remarks (2000 char)

! Required

Remarks

Private Remarks (2000 char)

Directions (1024 char)

! Exclusions (1024 char)

Website

Title Company

! Contract Earnest Check To

Contact Min Earnest (\$)

Possession

- Close Plus 1 Day Close Plus 2 Days Close Plus 3 Days Close Plus 3 to 5 Days Close Plus 30 Days
- Close Plus 30 to 60 Days Close Plus 45 Days Close Plus 5 to 30 Days Close Plus 60 to 90 Days Closing/DOD
- Immediately Negotiable Other Rental Agreement See Remarks Seller Rent Back Subject To Tenant Rights

Documents Available

- Architectural Plans Building Plans Condo Docs Drainage Study Easements Engineering Environmental Audit
- Feasibility HOA Docs Available Lead Based Paint Leases Legal Description Location Map Mineral Mining Claim
- Perc Test Plat Rental Average Septic Report Soil Report Special Use Permit Survey Topography Map
- Utility Average Well Permit

! Required