

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"/> Condominium <input type="checkbox"/> Townhouse		! Comparable Listing <input type="checkbox"/> Yes <input type="checkbox"/> No	! Status <input type="checkbox"/> Active <input type="checkbox"/> Coming Soon
! Structure Type <small>Townhouse Only</small> <input type="checkbox"/> Patio/Cluster <input type="checkbox"/> Townhouse			! Active Date
! Structure Type <small>Condo/Apartment Only</small> <input type="checkbox"/> High Rise (8+) <input type="checkbox"/> Low Rise (1-3) <input type="checkbox"/> Mid Rise (4-7) <input type="checkbox"/> Patio/Cluster <input type="checkbox"/> Townhouse			
! Tax Legal Description			
Is this a private exclusive Listing? <small>Attestation will be required on entry to the MLS</small> <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 Type <input type="checkbox"/> Base Price <input type="checkbox"/> List Price	! Price
! Ownership <small>Seller Type</small> <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"/> Short Sale <input type="checkbox"/> Third Party Approval		
Development Status <input type="checkbox"/> Reservations/Pre-Sale	Investor Blackout Ends	Home Warranty <input type="checkbox"/> Yes <input type="checkbox"/> No

Showing Info

! Showing Service <input type="checkbox"/> Broker Bay <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Showing Time
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! Required

Showing Info

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)		

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"/> Manufactured In Park <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	Unit / Building #
! Parcel Number	! Tax Annual Amount	! Tax Year	Special Taxing/Metro District <input type="checkbox"/> Yes <input type="checkbox"/> No
Tax Exemptions <input type="checkbox"/> Senior Tax Exemptions	Metro District Website		

Location Description

! Subdivision Name	Building (Complex) Name		
Zoning	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"/> Ski Area <input type="checkbox"/> Valley <input type="checkbox"/> Water			
Distance To Bus	Distance To Light Rail	Distance To Other Transit	

! Required

Schools

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

Building

! Year Built	Time of Completion from Groundbreaking	
! Levels (In Unit - Above Ground) <input type="checkbox"/> Bi-Level <input type="checkbox"/> Multi/Split <input type="checkbox"/> One <input type="checkbox"/> Three Or More <input type="checkbox"/> Tri-Level <input type="checkbox"/> Two		Property Condition <input type="checkbox"/> Fixer <input type="checkbox"/> Model <input type="checkbox"/> New Construction <input type="checkbox"/> Under Construction <input type="checkbox"/> Updated/Remodeled
Builder Name		Builder Model
! 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		Common Walls <input type="checkbox"/> 1 Common Wall <input type="checkbox"/> 2+ Common Walls <input type="checkbox"/> End Unit <input type="checkbox"/> No Common Walls <input type="checkbox"/> No One Above <input type="checkbox"/> No One Below
Architectural Style <input type="checkbox"/> Contemporary <input type="checkbox"/> Loft <input type="checkbox"/> Mid-Century Modern <input type="checkbox"/> Mountain Contemporary <input type="checkbox"/> Rustic Contemporary <input type="checkbox"/> Studio <input type="checkbox"/> Urban Contemporary		Property Attached <input type="checkbox"/> Yes <input type="checkbox"/> No
Accessibility Features <input type="checkbox"/> Accessible Approach with Ramp		Pool Features <input type="checkbox"/> Indoor <input type="checkbox"/> Outdoor Pool <input type="checkbox"/> Private
Entry Level	Unit Count (In Building)	Entry Location <input type="checkbox"/> Corridor Access <input type="checkbox"/> Courtyard <input type="checkbox"/> Exterior Access <input type="checkbox"/> Garden <input type="checkbox"/> Ground <input type="checkbox"/> Penthouse <input type="checkbox"/> Stairs

Site

Lot Size Area	Lot Size Measurement <input type="checkbox"/> Acres <input type="checkbox"/> Square Feet	Lot Number
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! Required

Site

Lot Features

- Borders National Forest
- Borders Public Land
- Corner Lot
- Cul-De-Sac
- Fire Mitigation
- Flood Zone
- Foothills
- Greenbelt
- Historical District
- Landscaped
- Master Planned
- Meadow
- Mountainous
- Near Public Transit
- Near Ski Area
- On Golf Course
- Open Space
- Protected Watershed
- Sprinklers In Front
- Sprinklers In Rear

Fencing

- Fenced Pasture
- Full
- None
- Partial

Ski Features

- Cross Country Skiing
- Ski In/Ski Out (Downhill)

Waterfront Features

- Lake
- Pond
- River Front
- Stream
- Waterfront

Current Use

- Live/Work

Road Surface Type

- Alley Paved
- Dirt
- Gravel
- None
- Paved

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 Source

- Agriculture/Ditch Water
- Cistern
- Private
- Public
- Shared Well
- Spring
- Well

! 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

New Home Community Info

New Home Community URL

New Home Current Promotions

New Home Community Listing ID

New Home Land Listing ID

Green Features

Green Verification Type

- ENERGY STAR Certified Homes
- HERS Index Score
- Home Energy Score
- LEED For Homes
- NAHB/ICC-700

Verification Rating

- Bronze
- Emerald
- Gold
- Platinum
- Silver

Verification Year

Verification Metric

! Required

Green Features

Green Verification Type <input type="checkbox"/> ENERGY STAR Certified Homes <input type="checkbox"/> HERS Index Score <input type="checkbox"/> Home Energy Score <input type="checkbox"/> LEED For Homes <input type="checkbox"/> NAHB/ICC-700	Verification Rating <input type="checkbox"/> Bronze <input type="checkbox"/> Emerald <input type="checkbox"/> Gold <input type="checkbox"/> Platinum <input type="checkbox"/> Silver	Verification Year	Verification Metric
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Current Financing
 Power Purchase Agreement

Power Production Type <input type="checkbox"/> Photovoltaics <input type="checkbox"/> Solar Thermal <input type="checkbox"/> Wind	Size (kW)	Year Install	Ownership <input type="checkbox"/> Lease to Own <input type="checkbox"/> Seller Owned <input type="checkbox"/> Third Party Owned	Lease/Purchase Agree Amt
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Green Energy Efficient
 Appliances Construction Doors Exposure/Shade HVAC Insulation Lighting Roof Thermostat
 Water Heater Windows

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 Pit RV Garage Smart Garage Door Storage Tandem
 Underground Valet

! Parking Type <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	Length X Width	Parking Description
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! Required

Interior Area & SqFt

! Above Grade Finished Area SqFt Above		Area Source Measured By <input type="checkbox"/> Appraiser <input type="checkbox"/> Builder <input type="checkbox"/> Listor Measured <input type="checkbox"/> Public Records	
! Living Area SqFt Finished - include Below Grade Finished SqFt		! Building Area Total SqFt Total - In Unit	
! Basement? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Basement <input type="checkbox"/> Bath/Stubbed <input type="checkbox"/> Cellar <input type="checkbox"/> Crawl Space <input type="checkbox"/> Daylight <input type="checkbox"/> Exterior Entry <input type="checkbox"/> Finished <input type="checkbox"/> Full <input type="checkbox"/> Interior Entry/Standard <input type="checkbox"/> Partial <input type="checkbox"/> Sump Pump <input type="checkbox"/> Unfinished <input type="checkbox"/> Walk-Out Access			
Foundation Details <input type="checkbox"/> Block <input type="checkbox"/> Concrete Perimeter <input type="checkbox"/> Raised <input type="checkbox"/> Slab <input type="checkbox"/> Structural		Basement Ceiling Height	

Room Info

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

! Room Type	Level	Dimensions
Description		
! Room Type	Level	Dimensions
Description		
! Room Type	Level	Dimensions
Description		
! Room Type	Level	Dimensions
Description		
! Room Type	Level	Dimensions
Description		
! Room Type	Level	Dimensions
Description		

! 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

Security Features

- 24 Hour Security Air Quality Monitor Carbon Monoxide Detector(s) Key Card Entry Pool Alarm Radon Detector
- Secured Garage/Parking Security Entrance Security Guard Security Service Security System Smart Cameras
- Smart Locks Smart Security System Smoke Detector(s) Video Doorbell Water Leak/Flood Alarm

Other Equipment

- Air Purifier Home Theater Satellite Dish

Laundry Features

- Common Area In Unit Laundry Closet

HVAC Description

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

Furnished

- Furnished Negotiable Partially Unfurnished

Spa Features

- Steam Room

! Required

Features

New Home Available Options

Association

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

- Bike Maintenance Area Bike Share Bike Storage Business Center Car Share Clubhouse Coin Laundry
 Concierge Dog/Pet Wash Elevator(s) Fitness Center Front Desk Garden Area Gated Golf Course
 Hot Water Laundry Maintenance Grounds Maintenance Structure On Site Management Park Parking
 Playground Pond Seasonal Pool Sauna Security Snow Removal Spa/Hot Tub Storage Tennis Court(s)
 Trail(s)

! Senior Community

- Yes No

! Restrictions/Covenants?

- Yes No

Rentals Allowed

- Long Term None Short Term Lease

Restrictions/Covenants

- Affordable Housing Appreciation Restrictions Commercial Vehicle Restrictions Deed Restrictions Income Restriction
 Lease Restrictions Mobile/Manufactured Homes Not Allowed Modular Homes Not Allowed No Street Parking Other
 Ownership Retention Special Assessment Vehicle Height Restrictions

Pets Allowed

- Breed Restrictions Cats OK Dogs OK No Number Limit Only for Owner Size Limit Yes

Restrictions (Other)

! Required

Association

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

Remarks

Public Remarks (2000 char)

Private Remarks (2000 char)

Directions (1024 char)

! Exclusions (1024 char)

Website

Title Company

! Contract Earnest Check To	Contact Min Earnest (\$)
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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

! Required