

# Detached Single Family Form

## Status\*

Active  Under Contract  Withdrawn  Sold

## Listing Agent Information\*

Listing Agent ID\*: \_\_\_\_\_ Name\*: \_\_\_\_\_ Office Name\*: \_\_\_\_\_

## Co-Listing Agent Information

Co-Listing Agent ID: \_\_\_\_\_ Name: \_\_\_\_\_ Office Name: \_\_\_\_\_

## Showing Info

Showing Phone: \_\_\_\_\_ Showing Email: \_\_\_\_\_

Showing Notes: \_\_\_\_\_

## Coop Compensation\*

Buyers Agency Compensation (\$ or %)\*: \_\_\_\_\_

Transaction Broker Compensation (\$ or %)\*: \_\_\_\_\_

Variable Commission\*:  Yes  No Limited Service\*:  Yes  No

Submitted Prospect?\*:  Yes  No

Listing Contract Type\*:

Exclusive Right

Exclusive Agency

Other: \_\_\_\_\_

## General Info

### Address

County\*: \_\_\_\_\_ Tax ID\*: \_\_\_\_\_

Street #\*: \_\_\_\_\_ Street Dir: \_\_\_\_\_

Street Name\*: \_\_\_\_\_ Street Type: \_\_\_\_\_

City\*: \_\_\_\_\_ ZIP Code\*: \_\_\_\_\_ Unit #: \_\_\_\_\_ Building #: \_\_\_\_\_

### Property Info

Legal Description\*: \_\_\_\_\_ Zoning\*: \_\_\_\_\_ Incorporated:  Yes  No

Locale\*: \_\_\_\_\_ Complex Name: \_\_\_\_\_

### Status & Listing Information

List Date\*: \_\_\_\_\_ Expiration Date\*: \_\_\_\_\_ Investor Blackout Ends: \_\_\_\_\_ No Showings Until: \_\_\_\_\_

Price\*: \_\_\_\_\_ Price Type\*:  List Price  Base Price  Auction

Auction Price:  N/A  Lowest Bid  Reserve Price

Status Conditions\*:  Short Sale  Equitable Interest  Court  None Known

Seller Type\*:  Bank/GSE  Builder  Corp/Trust  Estate  Government  Individual  Relo Company

### Loan & Tax Information

Taxes\*: \_\_\_\_\_

Tax Year\*: \_\_\_\_\_

Senior Tax Exemption

Financial Terms\*: (6)

Cash

Conventional

Exchange

FHA

Jumbo

Lease Purchase

Other

Owner Will Carry

Private Financing

Qualified Assumption

VA

Other Financial Terms:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Property Information (4)

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> 1031 Exchange | <input type="checkbox"/> Buyers Warranty   | <input type="checkbox"/> HUD Owned        | <input type="checkbox"/> Quick Move-In   |
| <input type="checkbox"/> Agent Owner   | <input type="checkbox"/> Fix-Up            | <input type="checkbox"/> Income Potential | <input type="checkbox"/> Rent-to-Own     |
|  | <input type="checkbox"/> Handicap Features | <input type="checkbox"/> Quick Possession | <input type="checkbox"/> Tenant Occupied |

## Partial Ownership

### Partial Ownership:

- N/A  
 Shared Interest  
 Timeshare  
 Vacation Club

### Ownership:

- Fee Simple  
 Right to Use  
 Club Membership

Weeks Available: \_\_\_\_\_

Week Remarks: \_\_\_\_\_

## Building

### Building Information

#### Style\*:

- 2 Story  
 3+ Story  
 Bi-Level  
 Multi-level  
 Raised Ranch  
 Ranch - 1 Story  
 Tri-Level

#### Architecture:

- A-Frame  
 Bungalow  
 Cabin  
 Chalet  
 Contemporary  
 Denver Square  
 Mid-Century Modern  
 Mountain Contemporary  
 Patio

Builder Name: \_\_\_\_\_ Year Built\*: \_\_\_\_\_

- Other  
 Rustic Contemporary  
 Spanish/Southwest  
 Traditional  
 Tudor  
 Urban Contemporary  
 Victorian

### Construction & Exterior\*

#### Construction\*: (2)

- Block  
 Brick  
 Concrete  
 Earth Berm  
 Frame  
 Log  
 Manufactured  
 Modular  
 Straw Bale  
 Other

#### Exterior Materials\*: (2)

- Adobe  
 Asbestos  
 Brick  
 Cedar Siding  
 Cement Board  
 Log  
 Metal Siding  
 Rock  
 Stucco  
 Vinyl Siding  
 Wood Siding  
 Other

#### Roofing Materials\*: (2)

- |  |   |
|--|---|
| <input type="checkbox"/> Built-Up/Tar Gravel | <input type="checkbox"/> Slate              |
| <input type="checkbox"/> Cement Shake        | <input type="checkbox"/> Solar Shingles     |
| <input type="checkbox"/> Composition         | <input type="checkbox"/> Spanish Tile       |
| <input type="checkbox"/> Concrete Tile       | <input type="checkbox"/> Stone-Coated Steel |
| <input type="checkbox"/> Metal               | <input type="checkbox"/> Wood               |
| <input type="checkbox"/> Rolled Roofing      | <input type="checkbox"/> Other              |
| <input type="checkbox"/> Simulated Shake     | <input type="checkbox"/> Unknown            |

## Green Features & Certification

### Year Certified

HERS Rating: \_\_\_\_\_ HERS Rating Score: \_\_\_\_\_ Home Energy Score<sup>N</sup>: \_\_\_\_\_

Energy Star Qualified New Home: \_\_\_\_\_

LEED for Homes: \_\_\_\_\_  Certified  Silver  Gold  Platinum

NAHB/ICC-700: \_\_\_\_\_  Bronze  Silver  Gold  Emerald

Other Certifications: \_\_\_\_\_

### Year Installed:

Solar PV: \_\_\_\_\_

Kilowatts: \_\_\_\_\_

Solar Thermal: \_\_\_\_\_

Solar Thermal Type: \_\_\_\_\_

Energy/Green Features Addendum Uploaded

## New Home Info

### Building Information

Model Name/Elevation Name: \_\_\_\_\_

Time of Completion from Groundbreaking: \_\_\_\_\_

Construction Details:

New Home

Under Construction

## Community Details

Community Name: \_\_\_\_\_

Community Website: \_\_\_\_\_

MLS# of New Home Community Listings: \_\_\_\_\_

MLS# of Associated Land Listings: \_\_\_\_\_

Lot #: \_\_\_\_\_

Available Options: (1000 characters)

Current Promotions: (1000 characters)

## Interior Info

### Square Feet & Basement

SqFt Upper: \_\_\_\_\_

SqFt Other Finished: \_\_\_\_\_

**Basement Size\*:**

Basement Finished:

- Full  
 Partial  
 None

Yes  No

SqFt Main: \_\_\_\_\_

**Other Finished Description:**

- Carriage House  
 Mother-in-Law  
 Other (see remarks)

Basement % Finished: \_\_\_\_\_

SqFt Lower: \_\_\_\_\_

**Basement Type:**

- Walk-Out  
 Garden Level  
 Cellar

SqFt Above\*: \_\_\_\_\_

Basement Ceiling Height: \_\_\_\_\_

SqFt Basement: \_\_\_\_\_

**Measurement Source:**

- Appraiser Measured  
 Builder  
 County Records  
 Floor Plans  
 Listor Measured

SqFt Total\*: \_\_\_\_\_

**Subfloor: (2)**

- Crawl Space  
 Slab  
 Structural

SqFt Finished\*: \_\_\_\_\_

Date Measured: \_\_\_\_\_

### HVAC

**Fuel Type\* (2)**

- Electric  
 Gas  
 Heat Pump/Thermal  
 Hot Water  
 Oil  
 Pellet  
 Propane  
 Solar  
 Wood

**Heating Type\* (2)**

- Baseboard  
 Forced Air  
 Gravity  
 Hot Water  
 Radiant  
 Solar Active  
 Solar Passive  
 Space Heater  
 Steam  
 Stove  
 Wall Heater

**Cooling\* (3)**

- Air Conditioning - Central  
 Air Conditioning - Room  
 Attic Fan  
 Ceiling Fan  
 Evaporative Cooler (Swamp)  
 None  
 Other

**Other HVAC (3)**

- Electronic Air Filter  
 Humidifier  
 Solar Water Heater  
 Other (please specify)

### Fireplaces

# Fireplaces: \_\_\_\_\_

**Fireplace Locations:**

- Basement  
 Bedroom  
 Dining Room  
 Family Room  
 Great Room  
 Kitchen

- Living Room  
 Master Bedroom  
 Other  
 Outdoor  
 Rec/Bonus Room

**Fireplace Types:**

- Coal  
 Electric  
 Firepit  
 Free-standing  
 Gas/Gas Logs  
 Insert  
 Pellet  
 Recirculator  
 Wood

### Interior Features (15)

- Cable Available  
 Double Pane Windows  
 Eating Space/Kitchen  
 Five Piece Bath  
 Fully Furnished  
 Handicap Accessible  
 Internet Access (Wired)

- Jack & Jill Bath  
 Jet Action Tub  
 Kitchen Island  
 Master Bath  
 Master Suite  
 No Stairs  
 Open Floor Plan  
 Pet Free

- Pool, Indoor  
 Remodeled  
 Security Entrance  
 Security System  
 Skylights  
 Smoke Free  
 Speakers, Built-in  
 Storm Windows

- Triple Pane Windows  
 Updated  
 Vaulted Ceiling  
 Walk-in Closets  
 Wet Bar  
 Window Coverings  
 Work Shop (Interior)

### Appliances (10)

- Central Vacuum  
 Compactor  
 Convection Oven  
 Cook Top  
 Dishwasher  
 Disposal  
 Double Oven  
 Dryer  
 Freezer  
 Microwave Oven  
 Refrigerator (Kitchen)  
 Refrigerator (Other)  
 Self-Cleaning Oven  
 Smoke Alarm  
 Stove/Range/Oven  
 Sump Pump  
 Washer  
 Water Purifier  
 Water Softener  
 Wine Cooler

## Flooring (4)

- |                                   |                                   |                                     |   |
|-----------------------------------|-----------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Carpet   | <input type="checkbox"/> Laminate | <input type="checkbox"/> Stone      | <input type="checkbox"/> Vinyl/Linoleum |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Parquet  | <input type="checkbox"/> Tile Floor | <input type="checkbox"/> Wood Floors    |

## Detailed Room Information

**\*\*REQUIRED\*\*** The Level for each bedroom and bathroom is required per REcolorado Rules & Regulations.

**Room Type Options:** 1/2 Bath, 1/4 Bath, 3/4 Bath, Full Bath, Bedroom, Dining Room, Exercise Room, Family Room, Flex Space, Great Room, Kitchen, Laundry, Living Room, Loft, Master Bedroom, Media Room/Home Theater, Rec/Bonus Room, Study/Den, Sun Room

**Floor Options:** Basement, Lower, Main, Upper, Other Finished SqFt.

Room Type*:	Level*:	Room Dimensions:	Description:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## Rooms

**\*\*REQUIRED\*\*** Bedroom & Bathroom are required and auto calculated in Matrix based on the Detailed Room Information.

Total Bedrooms\*: \_\_\_\_\_ Full Baths\*: \_\_\_\_\_ 3/4 Baths\*: \_\_\_\_\_ 1/2 Baths\*: \_\_\_\_\_ 1/4 Baths\*: \_\_\_\_\_  Rough In

## Site

Lot size SqFt\*: \_\_\_\_\_ Lot size acres\*: \_\_\_\_\_ Front Faces: \_\_\_\_\_

### Site Description: (6)

- Adjacent to Greenbelt
- Adjacent to Open Space
- Adjacent to Park
- Corner Lot
- Cul-de-Sac
- Gated Community
- Golf Community
- Near Public Transit
- On Golf Course
- Waterfront

### Views:

- City View
- Golf Course View
- Mountain View
- River/Lake View

### Site Type:

- Agricultural
- Live/Work (Mixed Use)

### Sewer:

- Community
- Public
- Septic

### Primary Road: (1)

- Alley
- Dirt Road
- Easement
- Gravel Road
- Lease
- Paved Road

### Water/Mineral Rights:

- Mineral Rights
- Water Rights

### Type & Distance to Public Transit:

Light Rail: \_\_\_\_\_

Bus: \_\_\_\_\_

Other: \_\_\_\_\_

### Public Transit Distance Type:

- |                              |                               |
|------------------------------|-------------------------------|
| <input type="radio"/> Blocks | <input type="radio"/> Minutes |
| <input type="radio"/> Feet   | <input type="radio"/> Steps   |
| <input type="radio"/> Miles  |                               |

## Exterior Features (12)

- |  |  |   |  |
|--|--|---|--|
| <input type="checkbox"/> Balcony         | <input type="checkbox"/> Fence                     | <input type="checkbox"/> Patio                    | <input type="checkbox"/> Sprinkler System      |
| <input type="checkbox"/> Covered Patio   | <input type="checkbox"/> Front Porch               | <input type="checkbox"/> Playground Area          | <input type="checkbox"/> Tennis Court, Private |
| <input type="checkbox"/> Covered Deck    | <input type="checkbox"/> Garden Area               | <input type="checkbox"/> Pond/Lake                | <input type="checkbox"/> Utility Shed          |
| <input type="checkbox"/> Deck            | <input type="checkbox"/> Gas Grill                 | <input type="checkbox"/> Pool, Private            | <input type="checkbox"/> Water Feature         |
| <input type="checkbox"/> Dog Run         | <input type="checkbox"/> Gas Valve                 | <input type="checkbox"/> Professional Landscaping | <input type="checkbox"/> Wraparound Porch      |
| <input type="checkbox"/> Elevator Access | <input type="checkbox"/> Hot Tub/Spa               | <input type="checkbox"/> Satellite Dish           | <input type="checkbox"/> Yard                  |
|  | <input type="checkbox"/> Maintenance Free Exterior | <input type="checkbox"/> Solar                    |  |

## Well & Other Water

### Water Sources: (3)

- Agriculture/Ditch Water
- Community
- Public
- Water Rights Available
- Well

### Well Type: (3)

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

### Permitted Well Uses: (3)

- Commercial
- Domestic
- Household - Inside Only
- Household with Irrigation
- Household with Livestock
- Other

Water Tap Paid:  Yes  No

Water Tap Fee: \_\_\_\_\_

Issued Permit #s: \_\_\_\_\_

Well Depth<sup>N</sup>: \_\_\_\_\_

# Parking

## Parking Features: (7)

- |   |  |  |   |   |
|---|--|--|---|---|
| <input type="checkbox"/> 220 Volts            | <input type="checkbox"/> Finished      | <input type="checkbox"/> Indoor RV Storage | <input type="checkbox"/> Natural Light  | <input type="checkbox"/> Oversized Wide |
| <input type="checkbox"/> Dry Walled           | <input type="checkbox"/> Floor Coating | <input type="checkbox"/> Insulated         | <input type="checkbox"/> Oversized Deep | <input type="checkbox"/> Pit            |
| <input type="checkbox"/> Exterior Access Door | <input type="checkbox"/> Heated        | <input type="checkbox"/> Lift              | <input type="checkbox"/> Oversized Door | <input type="checkbox"/> Tandem         |

Available Amps: \_\_\_\_\_

## Parking & Vehicle Storage

Available Parking Types: Garage (Attached), Garage (Detached), Carport (Attached), Carport (Detached), Off-Street, Reserved, RV, None

Parking Type*:	# of Spaces*:	Length:	Width:	Features:
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

# Community Info

## School Information\*

School District\*: \_\_\_\_\_ Middle\*: \_\_\_\_\_

Elementary\*: \_\_\_\_\_ High\*: \_\_\_\_\_

School of Choice<sup>N</sup>: \_\_\_\_\_

## HOA/Management Company Information

HOAs or Management Companies\*:  Yes  No Multiple HOAs or Management Companies?:  Yes  No

HOA Type: Professionally Managed, Self Managed, Voluntary HOA Transfer Amount (\$ or %)<sup>N</sup>: \_\_\_\_\_

Fee Quoted\*: Monthly, Quarterly, Semi-Annually, Annual, Included in Property Tax, None

HOA Transfer Based On<sup>N</sup>:  % of Sale Price  % of Sellers Proceeds  Flat Fee  Other, See Remarks

Master HOA/Management Company:	2 <sup>nd</sup> HOA:	3 <sup>rd</sup> HOA:
Name*: _____	_____	_____
Phone*: _____	_____	_____
Website: _____	_____	_____
HOA Type: _____	_____	_____
Fee*: _____	_____	_____
Fee Quoted*: _____	_____	_____

## HOA Includes (10)

- |   |  |                                    |  |
|---|--|------------------------------------|--|
| <input type="checkbox"/> Cable TV       | <input type="checkbox"/> Exterior Maintenance with Roof    | <input type="checkbox"/> Heat      | <input type="checkbox"/> Snow Removal  |
| <input type="checkbox"/> Clubhouse      | <input type="checkbox"/> Exterior Maintenance without Roof | <input type="checkbox"/> Insurance | <input type="checkbox"/> Tennis Courts |
| <input type="checkbox"/> Community Pool | <input type="checkbox"/> Fitness Facility                  | <input type="checkbox"/> Internet  | <input type="checkbox"/> Trash Removal |
| <input type="checkbox"/> Concierge      | <input type="checkbox"/> Grounds Maintenance               | <input type="checkbox"/> Recycling | <input type="checkbox"/> Water         |
|   |  | <input type="checkbox"/> Sewer     |  |

## Restrictions & Covenants (5)

- |  |   |  |                           |
|--|---|--|---------------------------|
| <input type="checkbox"/> Age Restricted Covenant   | <input type="checkbox"/> First Right        | <input type="checkbox"/> No Covenants        | Other Restrictions: _____ |
| <input type="checkbox"/> Appreciation Restrictions | <input type="checkbox"/> Income Restriction | <input type="checkbox"/> Ownership Retention |                           |
| <input type="checkbox"/> Deed Restrictions         | <input type="checkbox"/> No Animals         | <input type="checkbox"/> Pet Restrictions    |                           |

## Internet Display

Internet display of listing?  Yes  No

Internet display of address?  Yes  No

For more information, please visit the Help tab in Matrix and click on Syndication.

Please select the syndication channel(s) for your listing: \_\_\_\_\_

Listing Syndication Date: \_\_\_\_\_

# Remarks

Public Remarks (1000 Characters):

Broker Remarks (1000 Characters):

Directions: \_\_\_\_\_  
\_\_\_\_\_

Exclusions\*: \_\_\_\_\_  
\_\_\_\_\_

Title Company: \_\_\_\_\_ Earnest Check To\*: \_\_\_\_\_  
Possession: \_\_\_\_\_ Minimum Earnest Amount: \_\_\_\_\_

## Under Contract

Under Contract Date\*: \_\_\_\_\_ Accepting Backup Offers:  Yes  No

### Contingent Approval Conditions\*:

- Short Sell-Has signed offer waiting for lender approval
- Short Sell-Has unsigned offer(s) waiting for lender approval
- Kick out - Contingent on home sale
- Offer accepted awaiting REO approval
- Offer accepted contingent on court approval
- Offer waiting on RELO company approval
- None Known

## Sold

Sold Price\*: \_\_\_\_\_ Sold Date\*: \_\_\_\_\_ Concession Amount: \_\_\_\_\_

**Sold Term\*:**  Cash  Conventional  FHA  Exchange  Lease Purchase  Other  Owner will carry  
 Qual Assumption  VA  Wrap Around

**Buyer Broker Paid By:**  Buyer  Listor/Seller  None  Other  Owner  Property Manager

**Concessions\*:**  Buyer Closing Costs/Seller Points Paid  Cash  None  Other  Personal Property  
 Seller Down Payment Assistance

Selling Agent ID\*: \_\_\_\_\_ Selling Company ID\*: \_\_\_\_\_ Co-selling Agent ID<sup>N</sup>: \_\_\_\_\_ Co-selling Company ID<sup>N</sup>: \_\_\_\_\_

Broker Closing Comments: \_\_\_\_\_

## Horse Facilities

Horse Property? <input type="radio"/> Yes <input type="radio"/> No	<b>Horse Property Features: (6)</b>	Outdoor Arena SqFt: _____
Livestock - Other Animals Allowed? <sup>N</sup> <input type="radio"/> Yes <input type="radio"/> No	<input type="checkbox"/> Fenced	<input type="checkbox"/> Tack Room
	<input type="checkbox"/> Loafing Shed	<input type="checkbox"/> Water Not Provided
	<input type="checkbox"/> Outdoor Arena	<input type="checkbox"/> Water-Stream/Spring
	<input type="checkbox"/> Paddocks	<input type="checkbox"/> Well Allows For
	<input type="checkbox"/> Pasture	Paddocks SqFt: _____

### Horse Facility Details

**Horse Facility Types:** Indoor Arena, Stable **Features:** Electrical, Heated, Heated Water, Loft, Water  
**Horse Facility Type:** SqFt: Primary Flooring: # Stalls: Stall Flooring: Features: Description:

_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

## Outbuilding

Outbuildings Available?:  Yes  No Total # of Outbuildings: \_\_\_\_\_  
**Outbuilding Type:** Barn/Storage, Workshop, Other **Features:** Electrical, Heated, Heated Water, Loft, Water

<b>Outbuilding Type:</b>	<b>SqFt:</b>	<b>Primary Flooring:</b>	<b># Stalls:</b>	<b># of Doors &amp; Dimensions:</b>	<b>Features:</b>	<b>Description:</b>
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____