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AUSTIN MLS INFORMATION

The following information is requested when a listing is entered into the MLS database. Some items are required, and others are optional. It is important to be as complete and accurate as possible, because the information you provide appears not only on MLS, but also on Realtor.com in the "Listing Details" section.

In addition, agents will run searches based on criteria entered, and you want your property to be selected if it matches the criteria.

Mandatory items are underlined, in bold, and marked with an asterisk (*).

***Property Address** _____

***City** _____ ***County** _____ TEXAS ***Zip** _____

If you have a preferred title company, enter here. If you have no preferred title company, leave this blank.

Title Co _____ Phone _____ Contact Name _____

Please choose one of the 3 showing options instructing Realtors how they should give notification and have access to the property. The first 2 options require an Electronic Memory Keybox (highly recommended).

- Show Any Time - No notice required (Typically used for vacant homes.)
- "Courtesy Call" - Call or leave message to inform of planned showing. No confirmation required.
- Confirmed Appointment Only (Note: This option will reduce your number of showings)

Special Showing Instructions _____

Property Type: Residential Multi-Family Farm/Ranch/Acreage Lot Other _____

FEMA 100 yr Flood Plain? Yes No Partial Unknown

Mapsco Map page (if known) _____ Mapsco Map Grid _____ ETJ? Yes No Unknown

Subdivision Name* _____

School District* _____

Elementary School(s)* _____

Middle School* _____

Jr. High School* _____

High School* _____

Type of Property*

- Condominium Attached
- Condominium Detached
- Garden Home
- House
- Loft
- Manufactured
- Mobile Home
- Townhouse

Number of Stories*

- 1 Story
- 2 Story
- 3 Story
- Multiple Stories

No. of Living Areas* _____

No. of Dining Areas* _____

No. of Bedrooms* _____

No. of Main Level Bedrooms* _____

Bedrooms on Other Level(s)* _____

Full Baths* _____

Half Baths* _____

No. of Garage Spaces* _____

Garage Description* (Select up to 4)

- Attached
- Detached
- Multi-doors
- Garage Door Opener
- Single Door
- Entry - Front
- Entry - Rear
- Entry - Side
- Entry – Swing-in
- Parking Garage

Dining Area(s)* (Select up to 2)

- Breakfast Area
- Dining "L"
- Formal Dining
- Kitchen/Dining Combo
- Living/Dining Combo
- No Dining

Parking - if no garage (Select up to 3)

- 1 Car Carport
- 1 Reserved Space
- 2 Car Carport
- 2 Reserved Space
- 3 Car Carport
- 3 Reserved Space

- Off Street
- Outside

Disability Features? Yes No N/A

Year Built* _____

Year Built Description* (Select 1)

- Approximate
- Historical Designation
- New – vacant & never occupied
- Resale
- To Be Built
- Under Construction
- Unknown
- Updated/Remodeled

Construction of Dwelling* (Select up to 3)

- Masonry on 1 side
- Masonry on 2 sides
- Masonry on 3 sides
- Aluminum Siding
- Masonry on All sides
- Brick Veneer
- Clapboard
- Composition Shingle
- Concrete Block
- Double Wide
- Frame
- Frame/Brick Veneer
- Frame/Stone
- HardiPlank Type
- Industrial
- Log
- Metal Siding
- Modular
- Single Wide
- Steel
- Stone Veneer
- Stucco
- Triple Wide
- Vertical Siding
- Vinyl Siding
- Wood Shingle

Square Feet* _____

Square Foot Source*

- Appraisal
- Builder
- Tax Record
- Owner

Roof Description* (select up to 2)

- Built-Up
- Composition Shingle
- Metal
- Slate/Imitation Slate
- Tile
- Wood Shake

- Wood Shingle
- Other

View From Property* (select up to 3)

- City
- Creek/Stream
- Fields
- Golf Course
- Green Belt
- Hill Country
- Lake/River
- No View
- Panoramic
- Pond
- Woods
- Other

Waterfront?* Yes No

Waterfront Description* (Select up to 2)

- Canal
- Creek
- Lake
- Pond
- River
- Other

Foundation Description* (select up to 2)

- Pier & Beam
- Slab
- Other

Property Condition* (Select 1)

- As-Is
- Latent Defect(s)
- New Construction
- See Seller's Disclosure Notice

Note: Providing a Seller's Disclosure Notice to your buyer is required by law.

Dwelling Faces (select 1)

- East
- North
- North-East
- North-West
- South
- South-East
- South-West
- West

Builder Name _____

Deed Restrictions* Yes No

Note: If you're in a subdivision you have deed restrictions. Deed restrictions prevent homeowners from using their properties in ways that would be detrimental to the local community, and are normally a positive feature.

Restrictions

- Adult 55+
- Adult 62+
- Building Size
- Building Style
- Covenant
- Deed Restrictions
- Development Type
- Easement/R.O.W.
- Environmental
- Lease
- Limited # Vehicles
- Livestock
- No Restrictions
- Seller Imposed
- Unknown

Lot Description (select up to 3)

- Backs to Golf Course
- Backs to Greenbelt
- Corner Lot
- Cul-De-Sac
- Flag Lot
- Irregular Lot
- Lake on Lot
- Level Lot
- Open Lot
- Pond on Lot
- Private Road
- Public Maintained Road
- Stream on Lot
- Wooded Lot
- Xeriscape

Lot Size / Dimensions _____

Acres* _____

Master on Main Level?* Yes No

Blocks to UT Shuttle _____

Blocks to Metro Bus _____

Horses Allowed?* Yes No N/A

Number of Horses Allowed* _____

Flooring* (Select up to 3)

- Carpet
- Concrete
- Hard Tile
- Laminate
- Marble
- Parquet
- Sheet Vinyl
- Slate
- Stained Concrete
- Stone
- Vinyl Tile

- Wood
- Other

Master Bedroom Description* (Select up to 6)

- 2 Master Suites
- Bidet
- Double Vanity
- Dressing Room
- Fireplace
- Full Bath
- Garden Tub
- Half Bath
- In-Law Plan
- Jetted Tub
- Other Room
- Separate Shower
- Sitting Room
- Upper Level
- Walk-In Closet

Additional Rooms (Select up to 8)

- Bedroom/Office
- Conservatory
- Converted Garage
- Exercise Room
- Family Room
- Formal Living
- Foyer
- Game Room
- Great Room
- Library
- Loft
- Media Room
- Office/Study
- Pantry
- Screened Porch/Patio
- Storage Room
- Sun Room
- Utility Room
- Wine Cellar
- Workshop
- Other

Guest Accommodations?* Yes No

Guest Accommodations Description (Select up to 3)

- Connected
- Garage Apartment
- Main Level
- Not Connected
- Room with Private Bath
- Separate Entrance
- Separate Kitchen Facilities
- Separate Utilities
- Other

Kitchen Area (Select up to 6)

- Breakfast Area
- Breakfast Bar
- Center Island

- Corian Type Counters
- Country Kitchen
- Galley Type
- Gourmet Kitchen
- Granite/Marble Counters
- Kitchenette
- Natural Stone Counters
- Open to Family Room
- Pantry Closet
- Second Kitchen
- Tile Counters
- Other

Laundry Facilities* (3 max)

- Common Facilities
- Dryer Connection
- Electric & Gas Connection
- Electric Connection
- Gas Connection
- No Connections
- See Appliances
- Stackable W/D
- Washer/Dryer Connection
- Washer Connection

Laundry Location*(3 max)

- Bathroom
- Carport
- Chute
- Closet
- Community Facilities
- Garage
- Hall
- Kitchen
- Main Level
- None
- Upper Level
- Utility Room

Appliances/Equipment (Select up to 12)

- Bar Ice Maker
- Built-In Oven(s)
- Carbon Monoxide Detector
- Central Vacuum
- Convection Oven
- Cook Top
- Dishwasher
- Disposal
- Double Oven
- Downdraft
- Dryer
- Instant Hot Water
- Microwave Oven
- None
- Free Standing Range
- Re-Circulated Exhaust Fan
- Refrigerator
- Refrigerator Sub-Zero Type
- Self Cleaning Oven
- Single Oven

- Trash Compactor
- Vented Exhaust Fan
- Washer
- Water Filter Leased
- Water Filter Owned
- Water Softener Leased
- Water Softener Owned

Interior Features (Select up to 12)

- Cedar Closets
- Beam Ceilings
- Cathedral Ceiling
- Coffered Ceiling
- High Ceilings
- Vaulted Ceiling
- Disabled Modified – See Remarks
- Double Vanity
- Fire Alarm System
- Garden Tub
- High Speed Internet Connection
- In-Law Plan
- Indoor Utilities
- Intercom
- Jetted Tub
- Modified for Hearing Impaired
- Modified for Wheelchair
- Modified Site
- Security System Leased
- Security System Owned
- Separate Shower
- Shutters
- Skylight
- Smoke Detector
- Stereo System
- Track Lighting
- Walk-In Closet
- Wet Bar
- Window Treatments
- Wired for Cable
- Wired for Security
- Wired for Stereo
- Wired for Surround Sound

Interior Steps*

- Back Steps
- Front Steps
- Garage Door
- Interior Garage
- None
- Sunken Living/Den

Number of Fireplaces*

Fireplace Description* (Select up to 3)

- Bathroom
- Bedroom
- Dining Room
- Family Room
- Formal Living
- Game Room

- Gas Log Fireplace
- Great Room
- Guest Accommodations
- Heatilator
- Kitchen
- Library
- Living Room
- Log Lighter
- Nonfunctional
- Pellet Stove
- See Through
- Wood Burning
- Wood Stove Insert
- Wood Stove – Freestanding
- Other

Fencing on Property* (Select up to 4)

- Cedar
- Chain Link
- Electric
- Goat Type
- Invisible
- Livestock
- Masonry
- No Fence
- Partial Fence
- Pipe
- Post
- Privacy Fence
- Split Rail
- Vinyl
- Wire
- Wood
- Wrought Iron
- Other

Trees on Property

- Heavily Treed
- Large (Over 40')
- Medium (20'-40')
- Moderate
- None
- Small (Under 20')
- Sparse

Exterior Features (Select up to 12)

- Balcony
- Barbecue
- Barn/Stable
- Cabana
- Curbs
- Deck
- Decorative Pond
- Dock
- Dog Run
- Gazebo
- Greenhouse
- Horse Facilities
- Hot Tub
- Outbuilding(s)

- Patio - Covered
- Patio - Uncovered
- Playscape
- Porch - Enclosed
- Porch - Open
- Private Back Yard
- Private Garden
- Satellite Dish Leased
- Satellite Dish Owned
- Sauna
- Sidewalk
- Sprinkler System
- Storage
- Tennis Court(s)
- Waterfall
- Workshop
- Other

Gated Community? Yes No N/A

Pool on Property?* Yes No

Pool Description* (Select up to 2)

- Above Ground
- Diving
- Heated
- In-Ground Pool
- Indoor Pool
- Lap Pool
- Negative Edge
- Sport

Sprinkler System Yes No

Sprinkler System Description

- Automatic
- Back Yard
- Front Yard
- In-ground
- Manual
- Multiple Yards
- Partial
- Side Yard

Area Amenities Available (Select up to 8)

- Billiard Rooms
- Club House
- Common Grounds
- Elevator
- Equestrian Community
- Exercise Room
- Game Room
- Golf Course - Private
- Golf Course - Public
- Jogging/Bike Path
- Kitchen Facilities
- Lake Privileges
- Play Ground
- Pool - Above Ground
- Pool - Community

- Pool - Diving
- Pool - Heated
- Pool - In-Ground
- Pool - Indoor
- Pool - Sport
- Sauna
- Storage
- Tennis Court(s)
- Other

Type of Heating* (Select up to 2)

- Baseboard
- Boiler
- Central Heat
- Electric
- Floor Furnace
- Heat Pump
- Natural Gas
- No Heat
- Radiant
- Radiator
- Solar
- Space Heater
- Wall unit
- Other

Air Conditioning* (Select up to 2)

- Central Air
- Chiller DX System
- Chilled Water
- No A/C
- Wall Unit
- Window Unit
- Other

Utilities* (Select up to 2)

- Electric
- Natural Gas
- None Available
- Other – See Remarks
- Propane
- Solar
- Underground
- Other

Water Supply* (Select up to 2)

- City
- Municipality Utility District
- None Available
- Other
- Private
- Water District
- Well Needed
- Well On Property

Sewer* (Select up to 2)

- City
- Municipality Utility District
- None Available
- Other

- Private
- Septic Needed
- Septic On Property
- Other

Energy Savers (Select up to 8)

- Attic Fan
- Ceiling Fan(s)
- Compost Area/Bin
- Conditioned Space for HVAC
- Double Pane Windows
- Electrostatic Air Filter
- Energy Audit
- Energy Star Appliances
- Gas Water Heater
- Geotherm
- Green/Garden Roof
- Heat Pump
- High Roof Window
- Humidifier
- ICF Compatible Fixtures
- Instant Hot Water
- Insulated Doors
- Load Controller
- None
- Programmable Thermostat
- Solar Assisted
- Solar Heat
- Solar Screen
- Solar Water Heater
- Storm Door(s)
- Storm Windows
- Strawabale
- Tankless Water Heater
- Thermo Window(s)
- Tinted Window(s)
- Turbines
- Updated A/C unit (>13 seer)
- Whole House Fan
- Zone Air/Heat

Homeowner Assoc. Dues?* Yes No

HOA Amount* _____

HOA Requirement* Mandatory Voluntary

Payment Frequency*

- Annually
- Monthly
- Quarterly

HOA Fee Includes (Select up to 5)

- Cable
- Common Area Maintenance
- Common Insurance
- Electric
- Exterior Maintenance
- Gas

- Heat
- Hot Water
- Insurance
- Landscaping
- Security System
- Sewer Fees
- Trash Collection
- Water Fees
- Other

HOA Transfer Fee _____

Property Taxes* _____

Tax Year* _____

Tax Rate _____

Special Assessment? Yes No

Exemptions* (Select up to 3)

- Agricultural
- Disability
- Historical
- Homestead
- None
- Over 65
- Wildlife
- Other

Possession*

- Funding
- Immediate
- Lease Back
- Negotiable

How to Sell / Proposed Financing*

(Select up to 5)

- Assumable – Non-Qualifying
- Assumable – Qualify
- Buyer Assistance Programs
- Cash
- Committed Money
- Conventional
- Court Approval
- Exchange
- FHA
- Lease Purchase
- Lender Approval
- Owner Financing - 1st Mortgage
- Owner Financing – 2nd Mortgage
- Texas Vet
- VA
- Zero Down

Occupancy*

- Owner
- Tenant
- Vacant

YOU'RE NOT DONE YET!

Please email the directions, a brief description, & photo(s) to np@vallurerealty.com

Please be sure to reference the property address in the email, and include your last name.

1) Please email the directions of how to get to the property. Starting with some major cross streets is good enough. **The space for the description is limited to 150 characters WITH SPACES.** (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

2) Please email a brief description of the property. The space for the description is limited to 500 characters WITH SPACES. (MS Word will count characters for you: Go to "Tools" and select "Word Count".)

Tips for writing description: Emphasize major selling points that aren't prominent in other parts of the listing. For example, "4 bedroom, 2 bath home on 1/4 acre . . ." is redundant and a not a good use of your space. Stick to facts that relate to the property, and skip the more flowery language that doesn't give any real information. Please note that phone numbers, web sites, email addresses, etc. are not allowed in MLS descriptions and will be omitted.

Sample – Good description:

One story home with 3 car garage on quiet cul-de-sac with mature trees. Open floorplan, neutral colors, split floorplan. Master suite has sitting area and huge his & her walk-in closets. New roof 2004. Exemplary schools; walk to elementary.

Sample – Bad description:

Enjoy summer barbeques with family and friends and create lasting memories in the beautiful backyard of this 3 bedroom 2 bath 1800 square foot home in a nice neighborhood with good neighbors. Pull-down staircase to attic replaced 2 years ago.

3) Please email photo(s) in jpg format. At least 1 photo of the front is required by MLS. For Showcase listings, please email up to 12 additional photos.

By submitting this form, I hereby certify that I am the Seller of the above property, and that all of the foregoing is true and accurate to the best of my knowledge. I agree to inform Vallure Realty in writing if there are any material changes to this information.

Seller Signature _____ Date _____

Seller Signature _____ Date _____

Please fax completed form to **512-266-3884**. No cover page is necessary.