

Single Family – Category 1



[R] = Required [N] = Not Required

Note: There are look-up tables for city, tax location and schools.

Dates should be: MM/DD/YY

Area Number [R] _____

Sub Area Number [R] _____

County [R] _____

City [R] _____

Street# [R] _____

Street Name [R] _____

Street Type [R] _____
Rd., St., Ave., Etc.

Street Direction [N] _____
N, S, E, W, NW, NE, SW, SE

Unit# [N] _____

Subdivision [N] _____

Tax Location [R] _____

Zip [R] _____

List Price [R] _____

Listing Agent [R] _____

Co-Listing Agent [N] _____

Listing Date [R] _____

Expiration Date [R] _____

Parcel ID [R] _____

Seller Name [R] _____

Deed Reference [R] _____

State [R] _____
NC SC

Zoning Desc. [N] see list in TEMPO™

Zoning [R] _____

Legal Description [R] _____

Tax Value [R] _____

Seller Phone [N] _____

Appointment Phone [N] _____

Agent/Owener [R] _____
Yes No

Exclusive Rt/Agency [R] _____
Exclusive Right Exclusive Agency

Sub Agent Comp [R] _____

Sub Agent Comp Type [R] _____
% \$

Buyer Agent Comp [R] _____

Buyer Agent Comp Type [R] _____
% \$

Variable Rate Commission [R] _____
Yes No

Named Prospects Exempted [R] _____
Yes No

Bonus \$ [N] _____

Office Inventory [N] _____

Full Service [R] _____
Yes No

To Internet [R] _____
Yes No

To Internet Data Exchange (IDX) [R] _____
Yes No

Heated SqFt: Main [R] _____

Heated SqFt: Upper [R] _____

Heated SqFt: Third [R] _____

Heated SqFt: Bsmt [R] _____

Heated SqFt: Lower [R] _____

Unheated SqFt: Main [R] _____

Unheated SqFt: Upper [R] _____

Unheated SqFt: Third [R] _____

Unheated SqFt: Bsmt [R] _____

Unheated SqFt: Lower [R] _____

Total Finished HLA [R] _____

Total Unheated SqFt [R] _____

Additional SqFt [N] _____

SqFt Source [R] _____
Appraiser Measure Plan

Year Built [R] _____

New Construction [R] _____
Yes No

Completion Date [R] _____

Builder [N] _____

Model/Plan [N] _____

Total Bedrooms [R] _____

Total Full Baths: Main [R] _____

Main Level Rooms [R]

None	Bedroom 5	Dining Room	Loft	Sewing
2nd Kitchen	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Living Quarters	Bedroom 6	Exercise	Media	Solarium
2nd Master	Bedroom 6/Bonus	Foyer	Mud	Study
Bar/Entertainment	Billiard	Great Room	Office	Sunroom
Bedroom 2	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	
Bedroom 4/Bonus	Den	Living Room	Rec Room	

Upper Level Rooms [R]

None	Bedroom 5	Dining Room	Loft	Sewing
2nd Kitchen	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Living Quarters	Bedroom 6	Exercise	Media	Solarium
2nd Master	Bedroom 6/Bonus	Foyer	Mud	Study
Bar/Entertainment	Billiard	Great Room	Office	Sunroom
Bedroom 2	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	
Bedroom 4/Bonus	Den	Living Room	Rec Room	

Third Level Rooms [R]

None	Bedroom 5	Dining Room	Loft	Sewing
2nd Kitchen	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Living Quarters	Bedroom 6	Exercise	Media	Solarium
2nd Master	Bedroom 6/Bonus	Foyer	Mud	Study
Bar/Entertainment	Billiard	Great Room	Office	Sunroom
Bedroom 2	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	
Bedroom 4/Bonus	Den	Living Room	Rec Room	

Basement Level Rooms [R]

None	Bedroom 4/Bonus	Den	Living Room	Rec Room
2nd Kitchen	Bedroom 5	Dining Room	Loft	Sewing
2nd Living Quarters	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Master	Bedroom 6	Exercise	Media	Solarium
Bar/Entertainment	Bedroom 6/Bonus	Foyer	Mud	Study
Basement	Billiard	Great Room	Office	Sunroom
Bedroom 2	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	

Lower Level Rooms [R]

None	Bedroom 5	Dining Room	Loft	Sewing
2nd Kitchen	Bedroom 5/Bonus	Entry Hall	Master Bedroom	Sitting
2nd Living Quarters	Bedroom 6	Exercise	Media	Solarium
2nd Master	Bedroom 6/Bonus	Foyer	Mud	Study
Bar/Entertainment	Billiard	Great Room	Office	Sunroom
Bedroom 2	Bonus Room	Kitchen	Pantry	Utility
Bedroom 3	Breakfast	Laundry	Parlor	Wine Cellar
Bedroom 4	Computer Niche	Library	Play Room	
Bedroom 4/Bonus	Den	Living Room	Rec Room	

Total Full Baths: Upper [R] _____

Total Full Baths: Third [R] _____

Total Full Baths: Bsmt [R] _____

Total Full Baths: Lower [R] _____

Total Half Baths: Main [R] _____

Total Half Baths: Upper [R] _____

Total Half Baths: Third Level [R] _____

Total Half Baths: Bsmt [R] _____

Total Half Baths: Lower [R] _____

Approx Lot Dimensions [R] _____

Approx. Acres [R] _____

HOA Fee [N] _____

HOA Fee Paid [N] _____
Monthly Quarterly
Semi-Annually Annually

HOA Management [N] _____

HOA Phone [N] _____

High School [N] _____

Middle School [N] _____

Elementary School [N] _____

Single Family Attached [R] _____
Yes No

Single Family – Category 1

LISTING INFORMATION All items required */R/* except for those with *[N]*

<u>Type <i>/R/</i></u>		<u>Lot Description <i>[N]</i></u>		<u>Proposed Financing <i>/R/</i></u>
1.5 Story	Keypad Entry	Corner Lot	Exhaust Fan	Cash
1.5 Story/Basement	None	Cul-de-sac Lot	Gas Dryer Hookup	Conventional
2 Story	Other	Golf Course View	Gas Range/Electric Oven	FHA
2 Story/Basement	Side Load	Mountain View	Gas Range/Oven	FMHA
2.5 Story	Street	On Golf Course	Grilltop	Lease Purchase
2.5 Story/Basemet	<u>Driveway <i>/R/</i></u>	Waterfront	Ice Maker Connection	Loan Assumption
3 Story	Asphalt	Waterview	Intercom	NC Bond
3 Story/Basement	Concrete		Microwave	Other
Manufactured Doublewide	Earth	<u>Water/Sewer <i>/R/</i></u>	Network Ready	Owner Financing
Manufactured Singlewide	Gravel	City Sewer	None	Personal Loan
Modular Home	None	City Water	Other	Trade/Exchange
Other	Other	Community Sewer	Range/Hood	VA
Patio Home	Shared	Community Well	Refrigerator	
Ranch		County Sewer	Security System	
Ranch/Basement	<u>Exterior Features <i>[N]</i></u>	County Water	Self Cleaning Oven	
Split Foyer	Boat House	None	Smoke Detector	
Split Level	Boat Lift	Other	Surround Sound	
Tri Level	Boat Slip	Septic Tank	Trash Compactor	
	Building-Greenhouse	Shared Well		
<u>Style <i>[N]</i></u>	Building-Auto Shop	Well	<u>Floor Coverings <i>[N]</i></u>	<u>Assumable <i>/R/</i></u>
A-Frame	Building-Barn		Brick	No
Bungalow	Building-Storage Shed/Otldg.	<u>HVAC <i>/R/</i></u>	Ceramic Tile	Non-Qualifying
Cape Cod	Building-Workshop	Active Solar Heat	Concrete	Qualify
Colonial	Deck	Central Air	Laminate	
Contemporary	Enclosed Patio	Electric Baseboard Heat	Marble	
French Provincial	Equestrian Facilities	Electric Hot Air	Other	<u>Agency Cooperation <i>/R/</i></u>
Garden	Fenced Yard	Gas Floor Furnace	Parquet	Both
Georgian	Floating Dock	Gas Hot Air	Prefinished Wood	Buyer Agent
Other	Hot Tub	Gas Space Heater	Slate	Sub Agents
Rustic	In-Ground Gas Grill	Gas Steam Heat	Vinyl/Linoleum	
Spanish	In-Ground Irrigation	Gas Water Heater	Wall-to-wall Carpet	
Traditional	N/A	Geothermal Ht.	Wood	<u>Showing Instructions <i>/R/</i></u>
Transitional	None	Heat Pump - AC		3rd Party Home
Tudor	Other	Heat Pump - Heat		Call Listing Agent
Victorian	Outdoor Fireplace	MultiZone A/C		Call Listing Office
Williamsburg	Patio	MultiZoneHeat		Call Seller
	Pier	N/A		Call Tenant
<u>Exterior Construction <i>/R/</i></u>	Pool-Above Ground	No A/C		Combination
Aluminum	Pool-in-Ground	None	<u>Laundry Location <i>/R/</i></u>	Corporate Home
Asbestos	Porch	Oil Floor Furnace	1st Floor	Do Not Disturb Tenant
Brick Veneer Full	Porch-Glass	Oil Hot Air	2nd Floor	Key in Listing Office
Brick Veneer Partial	Porch-Screened	Oil Space Heater	Basement	Key with Listing Agent
Cedar Shake	Private Pond	Oil Steam Heat	Closet	Listing Agent Accompany
Concrete Block	Sauna	Oil Water Heater	Common Area	Lockbox/Key
Fiber Cement	Tennis Courts	Other	Garage	None
Hard Stucco		Passive Solar Heat	Kitchen	No Sign
Hardboard Siding	<u>Community Features <i>[N]</i></u>	Radiant Heat	None	Other
Log	55 and Older	Wall Unit - AC	Other	Showing Service
Other	Airfield	Wall Unit Heat	Porch	Tenant Occupied
Rough/Sawn	Boat Ramp	Window Unit	Utility Room	Vacant
Shingle	Club House	Woodstove		<u>Auction/Bid Type <i>[N]</i></u>
Stone	Equestrian Facilities	<u>Water Heater <i>/R/</i></u>		Auction/Absolute
Synthetic Stucco	Gated Community	Electric	<u>Interior Features <i>[N]</i></u>	Auction/Reserve
Vinyl	Golf Course	Gas	Attic Other	Bid
Wood	Lake	N/A	Attic Stairs Fixed	
	Playground	None	Attic Stairs Pulldown	<u>Auction/Bid Info <i>[N]</i></u>
<u>Parking <i>/R/</i></u>	Pond	Other	Basement Shop	Actual List Price
1 Car Carport	Pool	Solar	Elevator	Assessed Value
1 Car Garage	Recreation Area		Garage Shop	Market Value
1 Parking Space	Tennis Courts		Garden Tub	Starting Bid
2 Car Carport	Walking Trails		Handicap Access	
2 Car Garage			Hot Tub	
2 Parking Spaces	<u>Doors and Windows <i>[N]</i></u>		Other	
3 Car Carport	Insulated Windows	<u>Equipment <i>/R/</i></u>	Sauna	
3 Car Garage	Screen Door(s)	Cable Prewire	Second Living Quarters	
3 Parking Spaces	Storm Door(s)	Ceiling Fan(s)	Wet Bar	
3+ Parking Spaces	Storm Window(s)	Central Vacuum	Whirlpool	
3+ Car Carport		CO Detector		
3+ Car Garage	<u>Foundation <i>[N]</i></u>	Convection Oven	<u>Fireplace <i>[N]</i></u>	
Attached	Basement	Cooktop Electric	Bonus Room	
Back Load	Crawl Space	Cooktop Gas	Den	
Deck	Slab	Dishwasher	Gas Logs	
Detached		Disposal	Great Room	
Garage Door Opener		Double Oven	Kitchen	
		Electric Dryer Hookup	Living Room	
		Electric Range/Oven	Master Bedroom	
			Other	
			Rec Room	
			See Thru	
			Woodstove	

Directions

(Directions only. Do not include confidential information, agent name or contact information in this field.)

Remarks

(Do not include confidential information, agent name or contact information in this field.)

Agent Remarks

Company Remarks

Additional Listing Features

Once your listing has been saved as active, you can add an open house and assign your Supra lock box to the listing.

These options are available under: Add/Edit ➤ Add/Edit Listing ➤ select your listing ➤ choose an option.

Media

(May be added only to a listing that has been saved as active. Agent Reports in Tempo have access to all media types. Customer Reports in Tempo only have access to view Photos and Virtual Tours.)

Photos- (JPG) (300k size limit)

Primary Photo

Caption:

2nd Photo

Caption:

3rd Photo

Caption:

4th Photo

Caption:

5th Photo

Caption:

6th Photo

Caption:

7th Photo

Caption:

8th Photo

Caption:

Virtual Tour Hyperlink URL
(Do not include agent name or contact information.):

Web Hyperlink URL:

Adobe® Acrobat® (PDF) file (500k size limit):

Text (TXT) file (30k size limit):

Rich Text (RTF) file (200k size limit):