

Birmingham Area MLS – Seller Information Sheet – Residential

Fields headed in **blue** are optional. All other fields are required.

County: _____ ListDate: _____ ExpDate: _____ ListPrice: _____

Property Type (only 1 selection):

Conventional Single Family Condo Farm Manufactured Townhouse

LOCATIONAL INFORMATION:

Street #: _____ Street Name: _____ Direction: _____

Unit/Lot#: _____ City: _____ State: _____ Zip: _____

Area: _____ Parcel #: _____ Tax District: _____

Subdivision (common name, not legal description): _____

MapBook/Page (from tax record): _____

Elementary: _____ Jr/Middle: _____ Sr High: _____

Legal Description (copy & paste from Tax Record): _____

Driving Directions (No Contact Info allowed. Phrases "call agent", "see map" are not to be used): _____

AGENT INFORMATION:

List Agent ID: _____ List Agent Name: _____

Co-List ID: _____ CoList Agent: _____ Owner Name: _____

List Type: Exclusive Right to Sell Exclusive Agency Exclusive Right with Prospect Reservations

Adv (posts to Realtor.com & IDX sites): Yes No List Type II: Full Service Limited Service Entry Only

Owner Phone: _____ Broker Relationship: Agency Transaction Broker

Financing: Cash Conv FHA Lease Purchase Owner Held Mortgage VA

Commission-Selling Agency (\$ or %): _____ BuyerBrkr _____ TransBrkr _____ SubAgency

DRC (Dual or Variable Rate Commission – See Section 6.3 of Rules): Yes No

Interoffice Info (not shared/visible in MLS outside listing office): Contact Name: _____

Contact Phone: _____ Alternate Phone: _____

Miscellaneous: _____ Lockbox: Electronic Combination Key None

Bonus: Yes No Bonus Expiration Date: _____ Bonus Terms: _____

Contact Order (if different from the contact order as specified in Setup in MLS): _____

Birmingham Area MLS – Seller Information Sheet – Residential

Fields headed in **blue** are optional. All other fields are required.

PROPERTY DETAILS

Rooms (**Maximum selection of 15 – specify 1st, 2nd, 3rd, etc., choice in the preference column - identify room & level. Minimum number of rooms required is 2 more than the total number of bedrooms**):

Pref:	Room:	Lvl:
	Master Bedroom	
	Bedroom #2	
	Bedroom #3	
	Bedroom #4	
	Master Bath	
	Full Bath #1	
	Full Bath #2	
	Full Bath #3	
	Half Bath	
	Bonus Room	
	Breakfast Room	

Pref:	Room:	Lvl:
	Basement Den	
	Den/Family Room	
	Dining Room	
	Exercise Room	
	Great Room	
	In-Law Suite	
	Keeping Room	
	Kitchen	
	Laundry	
	Living Room	
	Living/Dining Room	

Pref:	Room:	Lvl:
	Loft	
	Media Room	
	Mud Room	
	Music Room	
	Office	
	Play/Rec Room	
	Study	
	Sunroom	
	2 nd Master	
	2 nd Kitchen	

Year Built: _____ # Bedrooms: _____ # FullBaths: _____

Year Built Description: Existing New Complete Under Construction Proposed Construction

Note: Proposed Construction is not released to IDX sites. Under Construction may be selected once footings are poured.

Lead Paint Disclosure: Yes No _____ **Seller's Initials** # Half Baths: _____

Construction: StartDate: _____ CompletedDate: _____ HousePlan: _____

Garaged Main Level _____ # Garaged Basement _____ (If no **garaged** spaces, enter 0 & select parking options in field below)

Fireplace _____ Termite Contract: Yes No Name: _____

Annual Tax: _____ Flood Plain: Yes No _____ **Seller's Initials**

Acres: _____ **Waterfront Feet:** _____ Waterfront: Yes No

Waterfront Name: _____ Ownership Type: Fee Simple Lease Fee

Fees (Mark Yes, No or Included in Association Fee. If Yes, specify dollar amount & whether this is Monthly, Quarterly, or Yearly):

Condo/Townhome:	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly
Association Fee:	<input type="checkbox"/> Yes <input type="checkbox"/> No	\$ _____	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly
Garbage Fee:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Included	\$ _____	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly
Fire Fee:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Included	\$ _____	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly
Library Fee:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Included	\$ _____	<input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Yearly

Pool: Yes No Foreclosure: Yes No

Covenants/Restrictions: Yes No Pool Type: Community Personal

Consumer Notes: (property specific, no contact info- no phone #'s, agent/company name, no URL/websites, no HTML coding):

Agent Notes: _____

Style:	1 Story	1.5 Story	2 Story
Condo 1 st Floor	Condo 2 nd Floor	Condo 3 rd Floor	Garden/Patio
Highrise	Historic	Loft	Log House
Split Foyer	Split Level	Tri-Level	

Birmingham Area MLS – Seller Information Sheet – Residential

Fields headed in blue are optional. All other fields are required.

Parking:	1 Carport	2 Carport	3+ Carport
Assigned Parking	Attached	Basement Parking	Boat Parking
Circular Drive	Detached Garage	Driveway	Entrance-Garage Front
Entrance-Garage Rear	Entrance-Garage Side	Lower Level	Main Level
Off Street	Parking Deck	RV Parking	Unassigned Parking
Uncovered Parking			

Construction:	1 Side Brick	2 Side Brick	3 Side Brick
4 Side Brick	Brick over Foundation	Concrete/Block	EIFS
Shingle	Siding-Hardiplank	Siding-Other	Siding-Vinyl
Siding-Wood	Stone	Stucco	Wood

Foundation:	Basement	Crawl Space	Slab
--------------------	----------	-------------	------

(Basement field required if Basement is selected in the Foundation field)

Basement:	Daylight Basement	Finished Basement	Full Basement
Partial Basement	Plumbing Stubbed	Poured Concrete Walls	Unfinished Basement

Fireplace:	Blower Fan	Brick	Gas Logs
Gas Starter	Insert	Marble	Masonry
See-Through	Stone	Tile	Ventless
Wood Burning			

Fireplace Location:	Bedroom	Den	Family Room
Great Room	Hearth Room	Kitchen	Living Room
Master Bedroom	Play/Rec Room		

Sewer/Septic:	Connected	Septic	Other
----------------------	-----------	--------	-------

Sellers' Initials _____

Energy Features:	Ceiling Fans	Double Pane Windows	Generator
Insulated Door	Power Vent	Program Thermostats	Ridge Vents
Solar Board	Storm Door	Storm Windows	Turbines
Whole House Fan			

On-Site:	Yes	No	Hours/Days:
-----------------	-----	----	-------------

Utilities:	2+ Water Heaters	Private Water	Public Water
Underground Utilities	Water Heater-Electric	Water Heater-Gas	Water Heater-Solar
Water Heater-Tankless	Well Water		

Heating:	3+ Systems	Central	Dual Systems
Electric	Forced Air	Gas Heat	Gas Jets
Heat Pump	Humidifier	Hydroheat System	No Heat
Piggyback System	Propane Gas	Solar Heat	Space Heaters
Steam Heat	Zoned		

Cooling:	3+ Systems	Central	Dual Systems
Electric	Heat Pump	Hydroheat System	No Air
Piggyback System	Window Units	Zoned	

Lot Description:	Acreage	Corner Lot	Cul-de-sac
Golf Community	Golf Lot	Horses Permitted	Heavy Treed Lot
Interior Lot	Irregular Lot	Pasture	Some Trees
Subdivision	Vacant Lot	View-City	View-Lake/Water
View-Mountain	Water Access	Waterfront Lot	

Fee Includes:	Cable TV Connection	Electricity	Garbage Collection
Gas	Common Grounds Maint.	Insurance-Building	Management Fee
None	Other	Pest Control Service	Recreation Facility
Reserves-Improvements	Sewage Service	Utilities-Common Grounds	Water

Laundry:	Dryer Hookup-Electric	Dryer Hookup-Gas	Floor Drain
Laundry-Basement	Laundry Chute	Laundry Closet	Laundry-Main Level
Laundry Room	Laundry Upstairs	None	Utilities in Garage
Utility Sink	Washer Hookup		

Birmingham Area MLS – Seller Information Sheet – Residential

Fields headed in blue are optional. All other fields are required.

Amenities:		Airstrip	BBQ Area	Beach
Bike Trails	Boat Launch	Boat Storage Facility	Boats Not Allowed	
Boats-Motorized Allowed	Boats-NonMotorized Only	Clubhouse	Common Elevator	
Fishing	Gate Attendant	Gated Entrance	Golf	
Golf Access	Golf Cart Path	Horse Facilities	Laundry Facilities	
Marina	Park	Playground	Pond	
Private Lake	River	Sauna/Spa	Sidewalks	
Skiing Allowed	Street Lights	Swimming Allowed	Swimming Not Allowed	
Tennis Courts	Walking Paths			

Interior Features:		Attic Pull-Down	Attic Walk-In	Attic Walk-Up
Bay Window	Cathedral/Vaulted Ceilings	Ceilings 9 feet+	Central Vacuum	
Elevator	Handiman Special	Home Theater	Intercom System	
Multiple Staircases	Sauna/Spa	Security System	Smooth Ceilings	
Sound System Wiring	Textured Walls	Tray Ceiling	Wet Bar	
Window Treatment-All	Windw Treatmnt-Some	Workshop		

Exterior Features:		Balcony	Barn	Boat House-Private
Deck-Covered	Deck-Open	Deck-Screened	Dock - Private	
Fenced Yard	Gazebo	Greenhouse	Grill	
Guest Quarters	Lighting System	Patio-Covered	Patio-Open	
Porch	Porch-Screened	Sprinkler	Storage Building	
Workshop				

Kitchen Features:		Breakfast Bar	Eating Area	Island
Laminate Counters	Pantry	Solid Surface Counters	Stone Counters	
Tile Counters				

Kitchen Equipment:		Compactor Built-In	Convection Oven	Cooktop-Electric
Cooktop-Gas	Double Oven	Dishwasher-Built-In	Disposer	
Freezer	Ice Maker Built-In	Indoor Grill	Microwave Built-In	
None	Oven-Electric	Oven-Gas	Plumbed-Gas in Kitchen	
Refrigerator	Self-Cleaning Oven	Stove-Electric	Stove-Gas	

Floors:		Brick	Carpet	Hardwood
Hardwood under Carpet	Hardwood Laminate	Marble	Parquet	
Slate	Stone	Tile	Vinyl	

Bed/Bath Features:		Double Shower	Garden Tub	Jetted Tub
Linen Closet	Separate Shower	Separate Vanities	Shared Bathroom	
Sitting Area in Master	Split Bedrooms	Tub/Shower Combo	Walk-In Closets	

Pool Features:		Above Ground	Cleaning System	Heated Pool
Indoor Pool	In-Ground Pool	Perimeter Fencing		

Showing Instructions:		Call Listing Agent	Call Listing Office	Call Owner
Caution-Alarm	Caution-Pet	Model Home	Showing Service	

Special Needs:		Barrier Free Counters	Chair Lift	Lower Counters
Ramps	Stall Shower	Support Rails	Wide Doors	

Occupancy:		Lease Back	Occupied	Vacant
-------------------	--	------------	----------	--------

Property Access:		Alley	Curb & Gutters	Dirt Road
Gravel Road	Other	Paved Road	Private Road	

By Seller's signature(s) below, Seller acknowledges that Seller has personally reviewed the information set forth above in this Seller Information Sheet and has verified, and does hereby represent and warrant, that all said information was provided by Seller and is accurate and complete to the best of Seller's knowledge.

Seller _____

Date _____

Seller _____

Date _____