

Listing Report v 4-16-06

Agent _____ Lock Box # _____ List Date _____

Property Address _____ Exp. Date _____

Is this a WebMLS Referral? Yes/No _____ (If Yes) = _____ % Due WebMLS

Owner #1 _____ Owner #2 _____

Owner #3 _____ Owner #4 _____

Home ___ (____) _____ Home ___ (____) _____

Home ___ (____) _____ Home ___ (____) _____

Office ___ (____) _____ Office ___ (____) _____

Cell ___ (____) _____ Cell ___ (____) _____

Cell ___ (____) _____ Cell ___ (____) _____

Pager ___ (____) _____ Pager ___ (____) _____

Fax ___ (____) _____ Fax ___ (____) _____

Fax ___ (____) _____ Fax ___ (____) _____

Email _____

Email _____

Email _____

Mailing Address(s) _____

Notes _____

Notes _____

Notes _____

Notes _____

****SHOWING INSTRUCTIONS:** Vacant? Yes/No _____ Showings Must Be Confirmed? Yes/No _____

Lock Box: ELB: _____ COMBO: _____ NONE: _____ Location: _____

****Always leave message of day & time of showing requested at each phone number in instructions****

1) Always call home first (just incase resident may be home unexpectedly) leave message then:

2) _____ (DAY) thru _____ (DAY) _____ am/pm to _____ am/pm Call _____

3) _____ (DAY) thru _____ (DAY) _____ am/pm to _____ am/pm Call _____

4) _____

****HOME WARRANTY INCLUDED With Listing?** Yes/No _____

1st Mortgage _____

Loan # _____ Balance _____ Phone _____

2nd Mortgage _____

Loan # _____ Balance _____ Phone _____

3rd Mortgage _____

Loan # _____ Balance _____ Phone _____

****HOA** _____ Phone _____

Statement Ordered _____ Who _____ When/how _____