



# NEOHREX RENTAL LISTING INPUT SHEET

Required Fields are in Red, Bold, and Italicized Text



Address: \_\_\_\_\_

MLS #: \_\_\_\_\_

**Agt ID:** \_\_\_\_\_ **Name:** \_\_\_\_\_ Co ID: \_\_\_\_\_ Co Name: \_\_\_\_\_

**Agent Info** **County** \_\_\_\_\_ **County:** \_\_\_\_\_

## Showing Info

Showing Instruction			Showing Service Phone: _____
<input type="checkbox"/> Call Agent	<input type="checkbox"/> Key in Office	<input type="checkbox"/> Use Showing	Showing Information: _____ (100 characters max)
<input type="checkbox"/> Call Office	<input type="checkbox"/> Other Lockbox	Time Link	
<input type="checkbox"/> Call Seller	<input type="checkbox"/> Show Service		
<input type="checkbox"/> E-Box	<input type="checkbox"/> Use CSS Link		

## Compensation

<b>Listing Type</b>		<b>Buyers Broker Compensation</b>	<b>Limited Service</b>
<input type="checkbox"/> Comp Only	<input type="checkbox"/> Exclusive Right		<input type="checkbox"/> Yes
<input type="checkbox"/> Exclusive Agcy	<input type="checkbox"/> Resvd Prospect		<input type="checkbox"/> No

When selecting Graduated, Variable and/or Other as a choice in the "Other Compensation" field, please enter a complete explanation of the choice(s) in the "Compensation Explanation" field.

Compensation Explanation \_\_\_\_\_

## General Info

**Primary Parcel ID:** \_\_\_\_\_ **MLS Cross Reference:** \_\_\_\_\_

**Street Number:** \_\_\_\_\_ **Modifier:** \_\_\_\_\_ **Pre Dir:** \_\_\_\_\_ **Street Name:** \_\_\_\_\_

Street Type \_\_\_\_\_ Post Dir: \_\_\_\_\_ Unit #: \_\_\_\_\_ **City:** \_\_\_\_\_ **Zip:** \_\_\_\_\_ +4 \_\_\_\_\_

**State:** \_\_\_\_\_ Subdivision/Complex \_\_\_\_\_ Township \_\_\_\_\_

**Area:** \_\_\_\_\_ **School District:** \_\_\_\_\_ Map Coord. \_\_\_\_\_ (Ex. CUY22B3)

LOT #: _____	<b>Internet Listing</b>		Show Addr. to Client		Show Addr. to Public	
	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Yes	<input type="checkbox"/> No

## Listing Information

<b>Listing Date:</b> _____	<b>Expiration Date:</b> _____	<b>Monthly Rent:</b> _____	<b>Sec. Dep. Y/N</b>	
			<input type="checkbox"/> Yes	<input type="checkbox"/> No

Bus. Type: _____	Restrictions										
	<input type="checkbox"/> Age Restrict	<input type="checkbox"/> No Bus.Home	<input type="checkbox"/> No Pets	<input type="checkbox"/> No Swim Pool	<input type="checkbox"/> Outdr Prkng	<input type="checkbox"/> Pets Allowed	<input type="checkbox"/> Lease Allow	<input type="checkbox"/> No Commercial	<input type="checkbox"/> No RV Prk	<input type="checkbox"/> None	<input type="checkbox"/> Pet Restrict

Restrictions (freeform) \_\_\_\_\_

<b>Lease Terms</b>				<b>Date to Occupy</b>		<b>Sec. 8 Considered</b>	
<input type="checkbox"/> Lease Opt	<input type="checkbox"/> One Year	<input type="checkbox"/> Two Year	<input type="checkbox"/> Weekly	<input type="checkbox"/> 30 Days or Less	<input type="checkbox"/> Negotiable	<input type="checkbox"/> Yes	<input type="checkbox"/> No
<input type="checkbox"/> Month-Month	<input type="checkbox"/> Other	<input type="checkbox"/> Units Vary		<input type="checkbox"/> Time of Lease	<input type="checkbox"/> Other		

## Add. Tax Information

Parcel ID #2 \_\_\_\_\_ Parcel ID #3 \_\_\_\_\_  
Parcel ID #4 \_\_\_\_\_ Parcel ID #5 \_\_\_\_\_

## Features

<b>Property Subtype</b>					<b>Building Type</b>	<b>Year Built:</b> _____
<input type="checkbox"/> Apartment	<input type="checkbox"/> Condo	<input type="checkbox"/> MultiFamily	<input type="checkbox"/> Retail	<input type="checkbox"/> Vacation Rentl	<input type="checkbox"/> Attached	
<input type="checkbox"/> Business Only	<input type="checkbox"/> Land	<input type="checkbox"/> Other	<input type="checkbox"/> Single Family		<input type="checkbox"/> Detached	

<b>Year Built Exception</b>			Stories	<b>Bsmnt</b>	Total Living Area	Living Area Source		
<input type="checkbox"/> Actual YBT	<input type="checkbox"/> Not Verifiable	<input type="checkbox"/> Under Const.		<input type="checkbox"/> Yes		<input type="checkbox"/> Appraiser	<input type="checkbox"/> Owner	
<input type="checkbox"/> New Const.	<input type="checkbox"/> To Be Built			<input type="checkbox"/> No		<input type="checkbox"/> Auditor	<input type="checkbox"/> Realist	
Approx Sq Ft	Sq Ft Source		Pet Rest.	Dis. Feat	Lot Size in Acres	Lot Size Source		
	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Owner	<input type="checkbox"/> Yes	<input type="checkbox"/> Yes		<input type="checkbox"/> Appraiser	<input type="checkbox"/> Owner	
	<input type="checkbox"/> Auditor	<input type="checkbox"/> Realist	<input type="checkbox"/> No	<input type="checkbox"/> No		<input type="checkbox"/> Auditor	<input type="checkbox"/> Realist	
Pasture Acres	Tillable Acres	Public Trans.	Unit Floor	Elevator	Laundry	<b>Garage Tot</b>	Off Street Prk	Garage
		<input type="checkbox"/> Yes		<input type="checkbox"/> Yes	<input type="checkbox"/> Yes			<input type="checkbox"/> Yes
		<input type="checkbox"/> No		<input type="checkbox"/> No	<input type="checkbox"/> No			<input type="checkbox"/> No

**Features**

<b>Basement</b>		<b>Amenities</b>		<b>Exterior Features</b>		<b>Owner Pays</b>	
<input type="checkbox"/> Common	<input type="checkbox"/> Slab	<input type="checkbox"/> AdultComm55+	<input type="checkbox"/> Other	<input type="checkbox"/> Abv Grd Pool	<input type="checkbox"/> Other	<input type="checkbox"/> Cable/Elec	<input type="checkbox"/> Other
<input type="checkbox"/> Crawl	<input type="checkbox"/> Unfinish	<input type="checkbox"/> Common Fac	<input type="checkbox"/> Park	<input type="checkbox"/> Barn/Stable	<input type="checkbox"/> Patio	<input type="checkbox"/> Electric	<input type="checkbox"/> Pays All
<input type="checkbox"/> Finished	<input type="checkbox"/> Walk-out	<input type="checkbox"/> Exercise room	<input type="checkbox"/> Playground	<input type="checkbox"/> Boat House	<input type="checkbox"/> Porch	<input type="checkbox"/> Gas	<input type="checkbox"/> Sewer
<input type="checkbox"/> Full	<input type="checkbox"/> None	<input type="checkbox"/> Golf Avail	<input type="checkbox"/> Pool	<input type="checkbox"/> Deck	<input type="checkbox"/> Sprinkler/irr.	<input type="checkbox"/> Heating	<input type="checkbox"/> Trash Col
<input type="checkbox"/> Partial	<input type="checkbox"/> Other	<input type="checkbox"/> Health Club	<input type="checkbox"/> ShoppingMall	<input type="checkbox"/> Enc Patio/pch	<input type="checkbox"/> Stg Shed/Out	<input type="checkbox"/> None	<input type="checkbox"/> Water
<input type="checkbox"/> Partially Finished		<input type="checkbox"/> Laundromat	<input type="checkbox"/> Tennis Courts	<input type="checkbox"/> In Grd Pool			
		<input type="checkbox"/> Medical Serv					

<b>Heating Fuel</b>		<b>Cooling Type</b>		<b>Water/Sewer</b>		<b>Tenant Pays</b>		<b>View Descr</b>	
<input type="checkbox"/> Coal	<input type="checkbox"/> Other	<input type="checkbox"/> Attic Fan		<input type="checkbox"/> Cistern	<input type="checkbox"/> Septic	<input type="checkbox"/> Cable/Elec	<input type="checkbox"/> Other	<input type="checkbox"/> Canyon/Valley	<input type="checkbox"/> Park
<input type="checkbox"/> Dual	<input type="checkbox"/> Pellets	<input type="checkbox"/> Central Air		<input type="checkbox"/> Other	<input type="checkbox"/> Well	<input type="checkbox"/> Electric	<input type="checkbox"/> Pays All	<input type="checkbox"/> City View	<input type="checkbox"/> Water View
<input type="checkbox"/> Electric	<input type="checkbox"/> Propane	<input type="checkbox"/> Heat Pump		<input type="checkbox"/> Prvt Sewer	<input type="checkbox"/> None	<input type="checkbox"/> Gas	<input type="checkbox"/> Sewer	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Wooded
<input type="checkbox"/> Gas	<input type="checkbox"/> Solar	<input type="checkbox"/> None		<input type="checkbox"/> Prvt Water		<input type="checkbox"/> Heating	<input type="checkbox"/> Trash Col	<input type="checkbox"/> Lake Erie	
<input type="checkbox"/> None	<input type="checkbox"/> Wood	<input type="checkbox"/> Other		<input type="checkbox"/> Pub Sewer		<input type="checkbox"/> None	<input type="checkbox"/> Water		
<input type="checkbox"/> Oil		<input type="checkbox"/> Wall Unit		<input type="checkbox"/> Pub Water					
		<input type="checkbox"/> Window Unit							

<b>House Faces</b>		<b>Appliances/Equipment</b>						<b>Furnish</b>
<input type="checkbox"/> East	<input type="checkbox"/> South	<input type="checkbox"/> Audio System	<input type="checkbox"/> Dishwasher	<input type="checkbox"/> Garbage Disp	<input type="checkbox"/> Range	<input type="checkbox"/> Sump Pump	<input type="checkbox"/> Avail	
<input type="checkbox"/> North	<input type="checkbox"/> SouthEast	<input type="checkbox"/> Cent. Vacuum	<input type="checkbox"/> Dryer	<input type="checkbox"/> Humidifier	<input type="checkbox"/> Refrigerat.	<input type="checkbox"/> Washer	<input type="checkbox"/> No	
<input type="checkbox"/> NorthEast	<input type="checkbox"/> SouthWest	<input type="checkbox"/> CO Detector	<input type="checkbox"/> Elec Air Clnr	<input type="checkbox"/> Microwave	<input type="checkbox"/> Security Sys	<input type="checkbox"/> Water Soft	<input type="checkbox"/> Partial	
<input type="checkbox"/> NorthWest	<input type="checkbox"/> West	<input type="checkbox"/> Counter Rnge	<input type="checkbox"/> Freezer	<input type="checkbox"/> Oven	<input type="checkbox"/> Smoke Det	<input type="checkbox"/> HotTub	<input type="checkbox"/> Yes	

Rooms		Room Information							
Total Rooms	<b>Full Baths</b>	<b>Full Baths Lower</b>	<b>Full Baths Main</b>	<b>Full Baths Upper</b>	<b>Total Bedrooms</b>	<b>1/2 Baths</b>	<b>1/2 Baths Lower</b>	<b>1/2 Baths Main</b>	<b>1/2 Baths Upper</b>

**Detailed Room Information**

Room Name	Dimensions	Level	Fireplace	Window Treat	Carpet	Ceramic	Laminate	Linoleum	Marble	Parquet	Slate	Vinyl	Wood
Great Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Living Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eat In Kitchen			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Kitchen			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dining Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Master Bedroom			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bedroom			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Addnl Living Suite			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Room Name	Dimensions	Level	Fireplace	Window Treat	Carpet	Ceramic	Laminate	Linoleum	Marble	Parquet	Slate	Vinyl	Wood
Bathroom			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bonus Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Family/Media Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Foyer			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Laundry/Utility			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Library/Study			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Loft			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Office			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pantry			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recreation Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sun Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Utility Room			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshop			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Remarks** **Remarks**

Public Remarks (1500 Characters MAX)

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Broker Remarks (500 Characters MAX)

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Directions (250 Characters MAX)

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Seller's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Seller's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Agent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Information Deemed Reliable But Not Guaranteed