

**Vision Realty**  
**RESIDENTIAL LISTING INFORMATION**

List Price \$ \_\_\_\_\_

Date \_\_\_\_\_

Seller Name \_\_\_\_\_ Seller Name \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Office \_\_\_\_\_ Cel \_\_\_\_\_ Email \_\_\_\_\_

**Sales Information**

Who is occupying the Property?  Owner  Tenant  Not Occupied

CMA Value \$ \_\_\_\_\_ County Value \$ \_\_\_\_\_ Zillow.com Value \$ \_\_\_\_\_  
 1st Mortgage Balance \$ \_\_\_\_\_ 2nd Mortgage Balance \$ \_\_\_\_\_ Are you behind on Payments?  Yes  No  
 Are there any Liens on the Property  Yes  No If so, What and How Much \$ \_\_\_\_\_  
 Have you ever sold a house before?  Yes  No Why are you selling your home? \_\_\_\_\_  
 Have you signed an agreement with a Realtor?  Yes  No Is your property currently on the MLS?  Yes  No  
 Have you opened a file at a Title Company?  Yes  No Has your property ever been on the MLS?  Yes  No  
 Will you be offering an updating allowance?  Yes  No If Yes, How Much \$ \_\_\_\_\_  
 Will you be offering Owner Financing?  Yes  No If Yes, What Terms? \_\_\_\_\_ Interest Rate % \_\_\_\_\_  
 Will you be offering a Home Warranty?  Yes  No Buyer Protection \$370 Seller Protection \$60

**Property Information**

Have you made any Improvements?  Yes  No If so, What and How Much \$ \_\_\_\_\_  
 Are there Obvious Repairs Needed?  Yes  No If so, What and How Much \$ \_\_\_\_\_  
 Courthouse Square Feet \_\_\_\_\_ Is the County SF Correct?  Yes  No Are there Add Ons?  Yes  No  
 What County is the Property Located in?  Oklahoma XA  Cleveland CL  Canadian CN  Other \_\_\_\_\_  
 County Assessor Account # \_\_\_\_\_ Addition \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_  
 Property Street Number \_\_\_\_\_ Street Direction \_\_\_\_\_ Street Name \_\_\_\_\_ Unit # \_\_\_\_\_  
 MLS Quadrant # \_\_\_\_\_ MLS Map # \_\_\_\_\_ MLS Area # \_\_\_\_\_ (Leave blank if not sure)  
 Property Type?  Condo  Half Duplex  Patio Home  Single Family Home  Townhouse  
 # of Acres \_\_\_\_\_ Land Square Feet (If Known) \_\_\_\_\_ Internet Listing?  Yes  No Property Faces N S E W \_\_\_\_\_  
 Total # Bedrooms \_\_\_\_\_ Total SF \_\_\_\_\_ SF Source?  Agent  Appraisal  Builder  Courthouse  
 Heating System  Central Gas  Floor Furnace  Heat Pump  No Heating System  Panel Ray  
 Are there any Reserved Items in the Property?  Yes  No If yes, Please list \_\_\_\_\_  
 Is there an assumable mortgage?  Yes  No How many Full Baths? \_\_\_\_\_ How many Half Baths? \_\_\_\_\_ Year Built \_\_\_\_\_  
 Type of Air Conditioning System?  Central Electric  Heat Pump  None  Window Unit  
 What style of property is your home?  Contemporary  Traditional  Bungalow  Manufactured  
 Number of Fireplaces? \_\_\_\_\_ FP Type?  Masonry  Metal Insert  Mock  None  
 Property Taxes \$ \_\_\_\_\_ Property Level  One  Two  Three  Split Level  
 What type of Property Foundation?  Slab (Concrete)  Conventional (Wooden)  Combo  
 Is the Property Homesteaded at the County Assessor?  Yes  No Total Living Areas \_\_\_\_\_  
 Construction Type  Brick  Brick & Frame  Frame  Concrete  Manufactured  
 Is the Property Fenced?  Yes  No Type of Fence  Wooden  Chain Link  Combo  
 Is the Property in a Flood Zone?  Yes  No Do you carry Flood Insurance?  Yes  No  
 What School District is the Property Located in?  
 Edmond  Oklahoma City  Mid/Del City  Bethany  Putnam City  Mustang  
 Western Heights  Moore  Norman  Choctaw  Yukon  Other

Number of Dining Areas? \_\_\_\_\_ Lot Description  Corner Lot  Interior  Cul De Sac

Is there a Swimming Pool  Yes  No Pool Type  Concrete  Fiberglass  Above Ground

What type of roof does the property have?  Asphalt Comp  Gravel  Tile  Shake (Wood)

What year was the roof last replaced? \_\_\_\_\_ Garage Capacity  0  1 Car  2 Car  3 Car

Garage Description  Attached  Detached  Converted  Carport  None

Homeowners Association Dues?  Yes  No Amount \$ \_\_\_\_\_  Monthly  Quarterly  Yearly

HOA Fees Include?  Gated Entry  Insurance  Maintenance  Pool  Utilities  Taxes

What is the Property Condition?  Fixer Upper  Poor  Average  Good  Excellent

Directions (From nearest cross streets on Map)

Remarks that describe the property (check all that apply)

<input type="checkbox"/> Seller Financing	<input type="checkbox"/> Rent To Own	<input type="checkbox"/> Bargain Price	<input type="checkbox"/> Needs TLC	<input type="checkbox"/> Fixer Upper	<input type="checkbox"/> Under Market Value
<input type="checkbox"/> Good Location	<input type="checkbox"/> Great Floor Plan	<input type="checkbox"/> Nice Home	<input type="checkbox"/> 10% Down	<input type="checkbox"/> 20% Down	<input type="checkbox"/> Lease Purchase
<input type="checkbox"/> Stainless Appl.	<input type="checkbox"/> Granite Counter	<input type="checkbox"/> New Kitchen	<input type="checkbox"/> Patio	<input type="checkbox"/> Ceramic Tile	<input type="checkbox"/> New Carpet & Paint
<input type="checkbox"/> This one is ready to go, New Family Needed	<input type="checkbox"/> New Bath	<input type="checkbox"/> Perfect	<input type="checkbox"/> Great Remodel		
<input type="checkbox"/> This house has a nice backyard, great for pets	<input type="checkbox"/> Great for Investors or First Time Home Buyers				
<input type="checkbox"/> Why rent when you can buy this great home!	<input type="checkbox"/> Better Hurry, This one won't last long, don't miss out!				
	<input type="checkbox"/> This one is sure to please, come and see!				

Additional Remarks that describe the best features of the property

Kitchen Description  Breakfast Bar  Island  Remodeled  New Appliances

Appliances  Microwave  Washer  Dryer  Refrigerator  Dishwasher  Disposal

Range Energy  Gas  Electric Range Type  Free Stand  Built In

Oven Energy  Gas  Electric Oven Type  Built In  Double Ovens

Exterior Property Features  Balcony  Out Buildings  Covered Patio  Hot Tubs

Type of Flooring  Carpet  Wood  Tile  Combo

Parking Features  Concrete  Asphalt  Gravel  Circle Drive

**For Office Use Only**

**Listing Date** \_\_\_\_\_ **Expiration Date (4 months from list date)** \_\_\_\_\_

**Terms of Sale**  As Is  Lease Purchase  Sell FHA  Seller Finance

**Occupied**  Yes  No **Lock Box Description**  Combo  MLS  None

**Showings**  Anytime  List Appointment **Listing Type**  Excl Rt Sell  Ex Represent

**Conditions Affective Sale**  Corporate  Court  Owner Assoc  Lender Apr  REO

**Service Type**  Entry Only  Limited **Take Photo**  Listing Associate Furnish

**Commission to Selling Broker (3%)** \_\_\_\_\_ **Listing Associate** \_\_\_\_\_

**Occupant Name** \_\_\_\_\_ **Occupant Phone** \_\_\_\_\_

**Realtor Remarks**

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<input type="checkbox"/> Brink your picky buyers, this one is perfect	<input type="checkbox"/> New Bath	<input type="checkbox"/> Perfect	<input type="checkbox"/> Great Remodel		
<input type="checkbox"/> To show this one is to sell	<input type="checkbox"/> Great for Investors or First Time Home Buyers				
<input type="checkbox"/> Corporate Addendums	<input type="checkbox"/> Better Hurry, This one won't last long, don't miss out!				
	<input type="checkbox"/> This one is sure to please, come and see!				

**Secure Showing Instructions (Give combo if not occupied, or "To Schedule Showings Call (Name- Phone Number)")**