



Fields, marked with an asterisk (*) and Bold Text are required. (Lookup) fields provide a list from which to select. (Range) fields allow Low-to-High values for searching.

AGENT/OFFICE	*Owner/Agent Disclosure: _____ (Lookup)	
	*List Agent: _____	Phone: _____
	*Office: _____	Phone: _____
	List Agent 2: _____	Phone: _____
	List Agent 3: _____	Phone: _____
	*Sub Agent Compensation: _____ (10) *Buyer Agent Compensation: _____ (10)	
	*List Date: ____/____/____	*Expire Date: ____/____/____ Lease Expires: ____/____/____
	Owner Name: _____ (25)	Owner Phone: _____ (25)
	Owner Identification: _____ (25)	In-House Number: _____ (10)
	To Show, Call: _____ (25)	To Show Phone: _____ (25)
Keybox Serial Number: _____ (10) Keybox Type: _____ (Lookup)		
*IDX/BRS Include (Yes; No; Yes w/o address) _____ (Lookup) *Internet Publication (Yes; No; Yes w/o address) _____ (Lookup)		
*VOW Includes ¹ (Yes, No) _____ *VOW Address ² (Yes, No) _____ *VOW AVM ³ (Yes, No) _____ *VOW Comments ⁴ (Yes, No) _____		
*Listing Services (Full Service; Limited Service; Entry Only) _____ (Lookup) *Entered Twice (Yes/No): _____ (Lookup)		

GENERAL 1	*TYPE	*Area: _____ (Primary Lookup) *List Price _____	*STATUS <input type="checkbox"/> New <input type="checkbox"/> Sold Before Listed <input type="checkbox"/> Under Contract Before Listed
	<input type="checkbox"/> 1- Business Only (Building Leased)	*Address _____	
	<input type="checkbox"/> 2- Building Only (Land Leased)	Street Number _____ Directional I _____ Street Name _____	INSIDE CITY LIMITS <input type="checkbox"/> Yes <input type="checkbox"/> No
	<input type="checkbox"/> 3- Building and Land	Address 2: _____	
	<input type="checkbox"/> 4- Business and Building (Land Leased)	*City: _____ (Lookup)	
	<input type="checkbox"/> 5- Business, Building, and Land	*County: _____ (Lookup) *State: _____ *Zip +4: _____	
<input type="checkbox"/> 6- Commercial Lease	*Foreclosure (Y/N/Unknown): _____ *Short Sale (Y/N/Unknown): _____		

GENERAL 2	*Business Name: _____ (25) *Business Type: _____ (25)
	Employees Notified (Y/N): _____ *#Bldgs: _____ (#3) *#Parking: _____ (#3) *Approx SQFT: _____ (Range)
	Neighborhood: _____ (25) *Subdivision (Development or Park): _____ (25)
	*Approx Lot Size: _____ (30) Lake (Y/N): _____ (Lookup) Lake: _____ (25)
	Golf(Y/N): _____ (Lookup) Golf Course: _____ (Lookup)
	*Legal (Lot & Block or Section/Township/Range): _____ (30)
	*Approx Acreage: _____ (Range) Zoning: _____ (10) *Will Subdivide (Y/N): _____ (1)
	*Approx Year Built: _____ (Range) *UNNO (Property is Under Construction, New, or Never Occupied) (Y/N): _____ (1)
	Heated SQFT _____ Cooled SQFT _____ Warehouse SQFT _____ Warehouse Ceiling Height _____
	Inventory Description _____
*Directions (255 Characters): _____	

FINANCING	*Annual Income: _____ (10) *Annual Expenses: _____ (10)
	Association/Condo Fee: _____ Frequency: _____
	Annual Special Improvement Tax: _____ (#5) *Annual Taxes: _____ (#5)
	Tax Year: _____ (4) Source of Taxes: _____ (25) Parcel Number: _____

REMARKS	Public Remarks (255 Characters): _____
	Showing Remarks (255 Characters): _____
	Agent Remarks (512 Characters): _____

SIGN	Seller's Signature: _____ Date: _____
	Seller's Signature: _____ Date: _____
	Realtor's Signature: _____ Date: _____

LISTING MUST BE ENTERED IN MLS WITHIN 72 HOURS,
AND A PHOTO IS REQUIRED FOR COMMERCIAL/INDUSTRIAL LISTINGS



- A. * ACCURACY OF EXPENSES**
- 1. Tax Return
- 2. Provided by Accountant
- 3. Provided by Owner
- 4. Projected
- 5. Estimated
- 6. Limited Information
- 49. Other (see remarks)
- 50. None
- B. * BUSINESS TYPE**
- 1. RT - Retail
- 2. Wholesale
- 3. Professional Service
- 4. Business Service
- 5. Recreational
- 6. Professional Building
- 7. Restaurant
- 8. Hotel/Motel
- 9. Franchise Dealership
- 10. Building Trades
- 11. Manufacturing
- 12. Automotive
- 13. Warehouse
- 14. Mini-Warehouse
- 49. Other (see remarks)
- 50. None
- C. * DOCUMENTS ON FILE**
- 1. BS - Boundary Survey
- 2. TS - Topography Survey
- 3. SS - Soil Survey
- 4. AS - Aerial Survey
- 5. LD - Legal Description
- 6. RP - Recorded Plat
- 7. EI - Environmental Impact Stmt.
- 8. PR - Property Disclosure
- 49. OT - Other (see remarks)
- 50. NO - None
- D. * DOCUMENTS ONLINE**
- 1. Boundary Survey
- 2. Topography Survey
- 3. Soil Survey
- 4. Aerial Survey
- 5. Legal Description
- 6. Recorded Plat
- 7. Environmental Impact Stmt.
- 8. Property Disclosure
- 49. Other (see remarks)
- 50. None
- E. ENERGY FEATURES**
- 1. Insulated Windows
- 2. Insulated Doors
- 3. Attic Vent - Electric
- 4. Attic Vent - Turbo
- 5. Extra Insulation
- 6. Solar Heat
- 49. Other (see remarks)
- F. EXTERIOR FEATURES**
- 1. Fully Fenced
- 2. Partially Fenced
- 3. Storage Building
- 4. Outside Storage Area
- 5. Guttering
- 6. Storm Cellar
- 7. Lawn Sprinkler
- 8. Dumpster
- 9. Incinerator
- 10. Roof Sign
- 11. Pole Sign
- 12. Door Sign
- 13. Landscaping
- 14. Overhead Doors
- 15. Loading Dock
- 49. Other (see remarks)
- G. * EXPENSES INCLUDE**
- 1. Taxes
- 2. Insurance
- 3. Maintenance
- 4. Utilities
- 5. Management
- 6. Trash
- 7. Electric
- 8. Gas
- 9. Advertising
- 10. Legal
- 11. Licenses
- 12. Vacancy Factor
- 13. Water/Sewer
- 14. Payroll
- 15. Pest Control
- 16. Rent
- 17. Accounting
- 18. Supplies
- 19. Equipment Rental
- 49. Other (see remarks)
- 50. None
- H. * EXTERIOR**
- 1. Brick
- 2. Frame
- 3. Stucco
- 4. Brick & Frame Combo
- 5. Rock & Frame
- 6. Metal/Vinyl Siding
- 7. Asbestos
- 8. Masonite
- 9. Log
- 10. EIFS (i.e. Dryvet)
- 11. Block
- 12. Modular
- 13. Steel
- 14. Stone
- 15. Wood Siding
- 49. Other (see remarks)
- I. * FLOORS**
- 1. Wall-to-Wall Carpet
- 2. Wood
- 3. Partial Carpet
- 4. Vinyl

- 5. Tile
- 49. Other (see remarks)
- J. * FOUNDATION**
- 1. Crawl Space
- 2. Slab
- 3. Slab/Crawl Combination
- 4. Not Permanent
- 49. Other (see remarks)
- K. * HEATING AND AIR COND**
- 1. Central Cool - Gas
- 2. Central Cool - Electric
- 3. Window Units
- 4. Attic Fan
- 5. No Cooling
- 6. Central Heat - Gas
- 7. Central Heat - Electric
- 8. Central Heat - Woodburning
- 9. Floor/Wall Furnace
- 10. Space Heater - Gas
- 11. Space Heater - Electric
- 12. Heat Pump
- 13. No Heating
- 14. Zoned Units
- 15. Humidifier
- 16. Dehumidifier
- 17. Central Heat - Propane
- 18. Central Heat - Unspecified
- 49. Other (see remarks)
- L. INTERIOR FEATURES**
- 1. Sprinkler
- 2. Elevator
- 3. 220 Volt Power
- 4. Public Restrooms
- 5. Display Window
- 6. Janitor Services
- 7. Equipment - (see remarks)
- 8. Inventory - (see remarks)
- 9. Intercom
- 10. Smoke Detector
- 11. Central Vacuum
- 12. Burglar Alarm
- 13. Window Treatments
- 14. Handicapped Design
- 15. Exclusions - (see remarks)
- 16. Furnished
- 17. Kitchen Area
- 18. Living Area
- 19. Fire Sprinkler System
- 20. Ceiling Fans
- 49. Other (see remarks)
- M. * LOT**
- 1. Sloped
- 2. Level
- 3. Zero Lot Line
- 4. Corner Lot
- 5. Cul-de-sac
- 6. Rural Property
- 7. Resort Property
- 8. River Front
- 9. Golf Course Frontage
- 10. River View
- 11. Pond
- 12. Creek
- 13. Wooded
- 14. Cleared
- 15. Extra Landscaping
- 16. In Subdivision
- 17. Not in Subdivision
- 18. Will Subdivide
- 19. Flood Insurance Required
- 20. Out of City
- 21. Patio Home Lot
- 22. National Forest Boundaries
- 23. River/Lake Area
- 24. Mountain View
- 25. Lake View
- 26. Lake Front
- 27. Upslope
- 28. Down Slope
- 29. Common to Golf Course⁵
- 30. Golf View
- 31. Common to Lake⁵
- 49. Other (see remarks)
- N. * LEASE TYPE**
- 1. Weekly
- 2. Monthly
- 3. Semi-Annually
- 4. Yearly
- 5. Two Years or More
- 6. Owner Occupied
- 7. Square Footage
- 8. Unit
- 49. Other (see remarks)
- 50. None
- O. * LISTING TYPE**
- 1. Exclusive Right-To-Sell
- 2. Exclusive Agency
- 4. Exclusions on File
- 5. Seller is a Licensed Agent
- 6. Commercial Lease
- 7. Auction
- 49. Other (see remarks)
- P. * FINANCING (NEW)**
- 1. New Loan - VA
- 2. New Loan - FHA
- 3. New Loan - Conventional
- 4. Lease Purchase
- 5. Lease Option
- 6. Contract For Deed
- 7. Trade or Exchange
- 8. Assumption - Qualifying
- 9. Assumption - Non-Qual.
- 10. Assumption - VA Re. Req
- 11. Assumption - Variable Rate
- 12. Assumption - Fixed Rate
- 13. Assumption - 2nd Mrtg. Assm.
- 14. Owner Neg. - Carry 1st
- 15. Owner Neg. - Carry 2nd

- 16. Owner Neg. - Interest Buydwn
- 17. Owner Neg. - Pay Closing
- 18. Owner Neg. - Pay Points
- 19. Spec. Financing-(See Remarks)
- 20. Cash
- 49. Other (see remarks)
- Q. * POSSESSION**
- 1. Immediately - With Deed
- 2. Negotiable
- 3. Subject to Tenancy
- 4. Early Occupancy Possible
- 5. Delayed Occ. Requested
- 6. At Closing
- 49. Other (see remarks)
- R. * PRICE INCLUDES**
- 1. Goodwill
- 2. Equipment
- 3. Inventory
- 4. Lease Value
- 5. Real Estate
- 6. Licenses
- 7. Business
- 8. Building
- 9. Land
- 10. None
- 11. Unknown
- 49. Other (see remarks)
- S. * REASON FOR SALE**
- 1. Owner Moving
- 2. Other Business Interest
- 3. Owner Retiring
- 4. Unknown
- 5. Call Listing Office
- 49. Other (see remarks)
- T. * ROAD SURFACE**
- 1. Gravel
- 2. Paved
- 3. Dirt
- 4. No Road
- 49. Other (see remarks)
- U. * ROOF**
- 1. Composition
- 2. Cedar-Shake
- 3. Built-up
- 4. Tile
- 5. Wood Shingle
- 6. Metal
- 7. Architectural Shingle
- 8. Aluminum
- 9. Tar & Gravel
- 10. Asphalt including polymer
- 49. Other (see remarks)
- V. * SHOWING INSTRUCTIONS**
- 1. Call Listing Office/Agent
- 2. Listing Agent Must Accompany
- 3. By Appointment Only
- 4. Lock Box
- 5. Key in Office
- 6. Show Anytime - Register w/LO
- 7. Vacant
- 8. Occupied
- 9. Tenant Occupied
- 10. Call EHS 501-834-7469
- 11. Call CSS 501-224-0333
- 12. Owner Present
- 13. Restricted Hours
- 14. Sign Permitted
- 15. Beware of Dog
- 16. 24 Hour Notice
- 17. Security System
- 49. Other (see To Show Call)
- W. * STORIES**
- 1. One Story
- 2. Two Story
- 3. Three Story
- 4. Four Story
- 5. High-Rise
- 49. Other (see remarks)
- X. * STYLE**
- 1. Traditional
- 2. Contemporary
- 3. Victorian
- 4. Colonial
- 5. Ranch
- 6. Bungalow/Cottage
- 7. Spanish
- 8. Craftsman
- 9. Country
- 10. A-Frame
- 11. Log
- 12. Townhouse
- 13. Georgian
- 14. Earth Home
- 15. Salt Box
- 16. Garden
- 17. Built to Suit
- 49. Other (see remarks)
- Y. * TENANT EXPENSES**
- 1. All Utilities
- 2. Gas
- 3. Electric
- 4. Water
- 5. Sewer
- 6. Cable
- 49. Other (see remarks)
- 50. None
- Z. * TRANSPORTATION/LOCATION**
- 1. On Bus-Line
- 2. Rail Available
- 3. Near Interstate
- 4. Near Airport
- 5. Near River Port
- 6. Near Truck Dock
- 7. Highway Frontage
- 8. High Traffic Location
- 9. High Visibility
- 49. Other (see remarks)

- 50. None
- ZA. * UTILITIES**
- 1. Sewer - Public
- 2. Septic
- 3. Water - Public
- 4. Well
- 5. Electric - Municipal
- 6. Electric - Co-op
- 7. Gas - Natural
- 8. Gas - Propane/Butane
- 9. TV - Cable
- 10. TV - Antenna
- 11. TV - Satellite Dish
- 12. Telephone - Private
- 13. Telephone - Party Line
- 14. All Underground
- 15. Some Util. Avail.-Not on Prop.
- 16. Community Sewer
- 49. Other (see remarks)
- 50. None
- ZB. WALLS**
- 1. Sheet Rock
- 2. Paneling
- 3. Wallpaper
- 4. Glass
- 5. Plaster
- 49. Other (see remarks)
- ZC. WARRANTY**
- 1. As-Is, Prsnt Cnd at Clsng
- 2. Normal Wrking Order, AsO&A
- 3. 1Yr Hmown Warr Offrd Slr
- 4. 1Yr Warr Offrd by Builder
- 5. 1Yr Homebuilder Assc Warr
- 6. 10 Yr. Special Builder Warr.
- 49. Other (see remarks)
- ZD. * SOURCE OF SQFT**
- 1. Appraisal
- 2. Seller Disclosure
- 3. Courthouse
- 4. Measurements
- 5. Plans & Specs
- 49. Other (see remarks)
- ZE. THIRD PARTY EXPORTS**
- 1. Arkansashomesearch.com
- 2. Daily Record
- 3. Ehomeshowings
- ZF. PARKING**
- 1. 1-10 Spaces
- 2. 11-25 Spaces
- 3. 26 or More
- 4. Assigned
- 5. Common
- 6. Covered
- 7. On Street
- 8. Gravel
- 9. Off Site
- 10. Paved
- 11. Lot
- 12. Deck
- ZG. PRESENT USE**
- 1. Church
- 2. Hotel/Motel
- 3. Industrial
- 4. Medical Facility
- 5. Office
- 6. Other
- 7. Restaurant
- 8. Retail
- 9. Service Business
- 10. Shopping Center
- 11. Warehouse
- ZH. POSSIBLE USE**
- 1. Church
- 2. Hotel/Motel
- 3. Industrial
- 4. Medical Facility
- 5. Office
- 6. Other
- 7. Restaurant
- 8. Retail
- 9. Service Business
- 10. Shopping Center
- 11. Warehouse
- ZI. ZONING**
- 1. Central Business
- 2. Neighborhood
- 3. Highway Service
- 4. Large Shopping
- 5. General Office
- 6. Quiet Office
- 7. Restricted Office
- 8. Industrial - Intermediate
- 9. Industrial - Restricted
- 10. Industrial - Intensive
- 11. Mobile Home Park
- 12. Institutional
- VOW Definitions**
- ¹ Seller elects to allow transfer of property information to broker approved internet websites
- ² Seller elects to allow property address to display on broker approved internet websites
- ³ Seller elects to allow property auto-valuation (comps) on broker approved internet websites
- ⁴ Seller elects to allow written comments or reviews (blogging) when this property is displayed on broker approved internet websites
- FEATURES Defintions**
- ⁵ Common to is defined as **common legal access** to a golf course or lake without trespassing on private property.