



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

Listing Number \_\_\_\_\_

**Listing Information** (\* indicates required field)

\*County: \_\_\_\_\_ \*Tax ID: \_\_\_\_\_  New or Under Construction

\*Street #: \_\_\_\_\_ Modifier: \_\_\_\_\_ Direction: \_\_\_\_\_ \*Street Name: \_\_\_\_\_

\*Suffix:  Ally  Court  Highway  Landing  Place  Run  Terrace  
 (1 entry allowed)  Avenue  Drive  Junction  Path  Point  Shore  Trail  
 Boulevard  Extension  Knoll  Pass  Road  Square  Way  
 Circle  Hill  Lane  Parkway  Route  Street

\*Village: \_\_\_\_\_

\*Zip Code: \_\_\_\_\_ - \_\_\_\_\_

\*Town: \_\_\_\_\_

Subdivision: \_\_\_\_\_

\*Street Description:  Assoc Maintained  Cul-De-Sac  
 (up to 8 entries allowed)  Dead End St  Dirt  
 Paper Road  Paved  
 Private  Public  
 Unpaved

**Listing Page** (\* indicates required field)

\*Listing Type:  Excl. Right to Sell  Excl. Agency

\*Owner Name: \_\_\_\_\_

\*Office ID/Name: \_\_\_\_\_ \*Agent ID/Name: \_\_\_\_\_

\*Listing Price: \$ \_\_\_\_\_

\*Listing Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ \*Expiration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\*Sub Agent Commission: \_\_\_\_\_

\*Buyer Agent Commission: \_\_\_\_\_

\*Dual Agent Commission: \_\_\_\_\_

\*Dual Var Commission:  Yes  No Comments: \_\_\_\_\_

\*Facilitator Commission: \_\_\_\_\_

\*Commissions Other: \_\_\_\_\_

\*Showing Instructions:  Appointment Req.  Call Listing Office  
 (up to 8 entries allowed)  Elec. Lockbox  Go Direct  
 Leave Card/Sign  Lockbox  
 Pet (see Remarks)  Temp Unavailable  
 Tenant  Yard Sign

**General Page** (\* indicates required field)

\*Zoning: \_\_\_\_\_ School District: \_\_\_\_\_

\*Year Built: \_\_\_\_\_

\*Year Built Desc:  Actual  Approximate  
 (up to 8 entries allowed)  Cer. Historic  New  
 Renovated  To Be Built  
 Under Construction  Unknown/Mixed

\*Total Rooms: \_\_\_\_\_

\*Total Levels: \_\_\_\_\_



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

\*Bedrooms: \_\_\_\_\_  
 \*Full Baths: \_\_\_\_\_ \*Half Baths: \_\_\_\_\_  
 Basement Baths: \_\_\_\_\_ Level 1 Baths: \_\_\_\_\_ Level 2 Baths: \_\_\_\_\_ Level 3 Baths: \_\_\_\_\_

\*Basement:  Yes  No

\*Basement Description (answer if Yes): *(up to 8 entries allowed)*

<input type="checkbox"/> Bulkhead Access	<input type="checkbox"/> Cape Cod
<input type="checkbox"/> Finished	<input type="checkbox"/> Full
<input type="checkbox"/> Garage Access	<input type="checkbox"/> Interior Access
<input type="checkbox"/> Other - see remarks	<input type="checkbox"/> Partial
<input type="checkbox"/> Walk Out	

\*Approx Square Feet: \_\_\_\_\_

\*Sq Ft Source  Appraisal  Building Permit  No Real Estate  Unknown  
*(1 entry allowed)*  Assessors Records  Building Plans  Owner Estimated  Unit Plan  
 Agent Estimated  Field Card  Tax Bill

\*Foundation:

*(up to 8 entries allowed)*

<input type="checkbox"/> Block	<input type="checkbox"/> Brick
<input type="checkbox"/> Concrete	<input type="checkbox"/> Crawl Space
<input type="checkbox"/> None	<input type="checkbox"/> Other
<input type="checkbox"/> Piers	<input type="checkbox"/> Poured
<input type="checkbox"/> Rubble	<input type="checkbox"/> Slab
<input type="checkbox"/> Stone	

\*Foundation Width: \_\_\_\_\_

\*Depth: \_\_\_\_\_

Wing Width: \_\_\_\_\_

Wing Depth: \_\_\_\_\_

\*Foundation Irregular:  Yes  No

\*Lot Size: \_\_\_\_\_  Acres  SqFt

\*Lot Size Source:  Appraisal  Deed  No Real Estate  Site Plan  Tax Bill  
 Agent Estimate  Field Card  Owner Estimate  Subdivision Plan  Unknown  
 Assessors Records  Map Book  Plot Plan

Road Frontage: \_\_\_\_\_

Lot Depth: \_\_\_\_\_

Lot Width: \_\_\_\_\_

Topography/Lot Description:

*(up to 8 entries allowed)*

<input type="checkbox"/> Cleared	<input type="checkbox"/> Corner
<input type="checkbox"/> Fenced/Enclosed	<input type="checkbox"/> Fill Needed
<input type="checkbox"/> Gentle Slope	<input type="checkbox"/> Interior
<input type="checkbox"/> Level	<input type="checkbox"/> Marsh
<input type="checkbox"/> Pond	<input type="checkbox"/> Sloping
<input type="checkbox"/> Steep Slope	<input type="checkbox"/> Stream
<input type="checkbox"/> View	<input type="checkbox"/> Wooded

\*Association:  Yes  No  Unknown

Membership Required (answer if yes):  Yes  No  Unknown

Annual Assoc. Fee (answer if yes): \$ \_\_\_\_\_

Assoc. Fee Year (answer if yes): \_\_\_\_\_



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

**Assoc. Fee Includes** *(answer if Yes):*

*(up to 8 entries allowed)*

- |  |   |  |  |
|--|---|--|--|
| <input type="checkbox"/> 55+ Community   | <input type="checkbox"/> Community Room | <input type="checkbox"/> Landscaping   | <input type="checkbox"/> Road Mainten  |
| <input type="checkbox"/> Basic Cable     | <input type="checkbox"/> Dock           | <input type="checkbox"/> Laundry       | <input type="checkbox"/> Rubbish Rmvl  |
| <input type="checkbox"/> Beach           | <input type="checkbox"/> Elevator       | <input type="checkbox"/> Lifeguard     | <input type="checkbox"/> Sauna         |
| <input type="checkbox"/> Child Play Area | <input type="checkbox"/> Exercise Room  | <input type="checkbox"/> Pets Allowed  | <input type="checkbox"/> Security      |
| <input type="checkbox"/> Clubhouse       | <input type="checkbox"/> Extra Storage  | <input type="checkbox"/> Pool          | <input type="checkbox"/> Shuffle Board |
| <input type="checkbox"/> Common Area     | <input type="checkbox"/> Golf Course    | <input type="checkbox"/> Putting Green | <input type="checkbox"/> Snow Removal  |
|  |   |  | <input type="checkbox"/> Tennis        |

**Neighborhood Amen:**

*(up to 8 entries allowed)*

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Basic Cable     | <input type="checkbox"/> Deeded Beach Rights | <input type="checkbox"/> Landscaping   | <input type="checkbox"/> Road Mainten  |
| <input type="checkbox"/> Beach           | <input type="checkbox"/> Dock                | <input type="checkbox"/> Laundry       | <input type="checkbox"/> Rubbish Rmvl  |
| <input type="checkbox"/> Child Play Area | <input type="checkbox"/> Elevator            | <input type="checkbox"/> Lifeguard     | <input type="checkbox"/> Sauna         |
| <input type="checkbox"/> Clubhouse       | <input type="checkbox"/> Exercise Room       | <input type="checkbox"/> Marina        | <input type="checkbox"/> Security      |
| <input type="checkbox"/> Common Area     | <input type="checkbox"/> Extra Storage       | <input type="checkbox"/> Pool          | <input type="checkbox"/> Shuffle Board |
| <input type="checkbox"/> Community Room  | <input type="checkbox"/> Golf Course         | <input type="checkbox"/> Putting Green | <input type="checkbox"/> Snow Removal  |
|  |  |  | <input type="checkbox"/> Tennis        |

\*Garage:      Yes      No

# of Cars *(answer if Yes):* \_\_\_\_\_

**Garage Description** *(answer if yes):*

*(up to 7 entries allowed)*

- |                                       |  |
|---------------------------------------|--|
| <input type="checkbox"/> Attached     | <input type="checkbox"/> Detached      |
| <input type="checkbox"/> Direct Entry | <input type="checkbox"/> Door Opener   |
| <input type="checkbox"/> Heated       | <input type="checkbox"/> Storage Above |
| <input type="checkbox"/> Under        |  |

**Parking Description:**

*(up to 7 entries allowed)*

- |  |   |
|--|---|
| <input type="checkbox"/> Carport           | <input type="checkbox"/> Carriage Shed  |
| <input type="checkbox"/> Improved Driveway | <input type="checkbox"/> Paved Driveway |
| <input type="checkbox"/> Shell             | <input type="checkbox"/> Stone/Gravel   |
| <input type="checkbox"/> Unpaved Driveway  |   |

\*Year Round:      Yes      No

\*Separate Living Qtrs:      Yes      No

**Sep Living Qtrs Description** *(answer if yes):*

*(up to 7 entries allowed)*

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Attached           | <input type="checkbox"/> Basement    |
| <input type="checkbox"/> Detached           | <input type="checkbox"/> First Floor |
| <input type="checkbox"/> In-Law Apartment   | <input type="checkbox"/> None        |
| <input type="checkbox"/> Second Floor       | <input type="checkbox"/> Third Floor |
| <input type="checkbox"/> Verif. Legal Aptmt |                                      |

\*Waterfront:      Yes      No



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

**Waterfront Desc.** (answer if yes):  
(up to 8 entries allowed)

- |                                    |  |
|------------------------------------|--|
| <input type="checkbox"/> Bay       | <input type="checkbox"/> Beach             |
| <input type="checkbox"/> Bog       | <input type="checkbox"/> Canal             |
| <input type="checkbox"/> Creek     | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Fresh     | <input type="checkbox"/> Harbor            |
| <input type="checkbox"/> Lake/Pond | <input type="checkbox"/> Marina            |
| <input type="checkbox"/> Marsh     | <input type="checkbox"/> Nantucket Sound   |
| <input type="checkbox"/> Ocean     | <input type="checkbox"/> Private           |
| <input type="checkbox"/> Public    | <input type="checkbox"/> River             |
| <input type="checkbox"/> Salt      | <input type="checkbox"/> Sound             |

\***Waterview:**       Yes       No

**Waterview Desc.** (answer if yes):  
(up to 8 entries allowed)

- |                                    |  |
|------------------------------------|--|
| <input type="checkbox"/> Bay       | <input type="checkbox"/> Beach             |
| <input type="checkbox"/> Bog       | <input type="checkbox"/> Canal             |
| <input type="checkbox"/> Creek     | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Harbor    | <input type="checkbox"/> Fresh             |
| <input type="checkbox"/> Lake/Pond | <input type="checkbox"/> Marina            |
| <input type="checkbox"/> Marsh     | <input type="checkbox"/> Nantucket Sound   |
| <input type="checkbox"/> Ocean     | <input type="checkbox"/> Private           |
| <input type="checkbox"/> Public    | <input type="checkbox"/> River             |
| <input type="checkbox"/> Salt      | <input type="checkbox"/> Sound             |

**Convenient To:**  
(up to 8 entries allowed)

- |   |  |
|---|--|
| <input type="checkbox"/> Bike Path        | <input type="checkbox"/> Conservation Area |
| <input type="checkbox"/> Golf Course      | <input type="checkbox"/> Horse Trail       |
| <input type="checkbox"/> House of Worship | <input type="checkbox"/> In Town Location  |
| <input type="checkbox"/> Major Highway    | <input type="checkbox"/> Marina            |
| <input type="checkbox"/> Medical Facility | <input type="checkbox"/> Public Tennis     |
| <input type="checkbox"/> School           | <input type="checkbox"/> Shopping          |

\***Miles To Beach:**     Beachfront     0 - .1     .1 - .3     .3 - .5     .5 - 1     1 to 2     2 Plus

**Beach/Lake/Pond Name:** \_\_\_\_\_

**Water Access:**  
(up to 8 entries allowed)

- |                                  |  |
|----------------------------------|--|
| <input type="checkbox"/> Bay     | <input type="checkbox"/> Beach             |
| <input type="checkbox"/> Bog     | <input type="checkbox"/> Canal             |
| <input type="checkbox"/> Creek   | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Harbor  | <input type="checkbox"/> Lake/Pond         |
| <input type="checkbox"/> Marina  | <input type="checkbox"/> Marsh             |
| <input type="checkbox"/> Mooring | <input type="checkbox"/> Nantucket Sound   |
| <input type="checkbox"/> Ocean   | <input type="checkbox"/> Private           |
| <input type="checkbox"/> Public  | <input type="checkbox"/> Ramp              |
| <input type="checkbox"/> River   | <input type="checkbox"/> Sound             |

\***Beach Description:**  
(up to 8 entries allowed)

- |  |                                    |
|--|------------------------------------|
| <input type="checkbox"/> Bay                 | <input type="checkbox"/> Creek     |
| <input type="checkbox"/> Harbor              | <input type="checkbox"/> Lake/Pond |
| <input type="checkbox"/> None                | <input type="checkbox"/> Ocean     |
| <input type="checkbox"/> Other - see remarks | <input type="checkbox"/> River     |



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

\*Beach Ownership:  
(up to 6 entries allowed)

- Association  
 None  
 Private

- Deeded Rights  
 Other - see remarks  
 Public

**Interior Page** (\* indicates required field)

\*Fireplace:  Yes  No

Number of Fireplaces (answer if yes): \_\_\_\_\_

1 Balcony	12 Deck	23 Laundry Area	34 Steam Bath/Sauna
2 Bay/Bow Windows	13 Dining Area	24 Mud Room	35 Tile Floor
3 Beamed Ceilings	14 Double Vanity	25 Office/Sitting Area	36 Upgraded Cabinets
4 Breakfast Bar	15 Dressing Room	26 Other	37 Upgraded Countertops
5 Breakfast Nook	16 Fireplace	27 Other Floor	38 Vinyl Floor
6 Built-Ins	17 French/Patio Door	28 Pantry	39 Walk in Closet
7 Cathedral Ceilings	18 Gas Fireplace	29 Patio	40 Wall to Wall Carpet
8 Cedar Closet	19 His/Her Baths	30 Private Half Bath	41 Wet Bar
9 Ceiling Fan	20 HU Cable TV	31 Private Master Bath	42 Whirlpool
10 Closet	21 HU High Speed Internet	32 Skylight	43 Wood Floor
11 Coal/Wood Stove	22 Kitchen Island	33 Sliding Door	

Master Bedroom Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Master Bedroom Features: \_\_\_\_\_

Bedroom #2 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Bedroom #2 Features: \_\_\_\_\_

Bedroom #3 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Bedroom #3 Features: \_\_\_\_\_

Bedroom #4 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Bedroom #4 Features: \_\_\_\_\_

Foyer Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Laundry Room Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Living/Dining Combo:  Yes  No  Unknown

Living Room Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Living Room Features: \_\_\_\_\_

Dining Room Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Dining Room Features: \_\_\_\_\_

Kitchen/Dining Combo:  Yes  No  Unknown

Kitchen Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Kitchen Features: \_\_\_\_\_

Family Room Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr

Family Room Features: \_\_\_\_\_



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

Other Room #1 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr  
 Other Room #1 Type:  Bedroom  Exercise Room  In-Law Apt  Utility Room  
 (choose 1 entry)  Den  Game Room  Studio  Workshop  
 Entertainment  Home Office  Sun Room  Unfurnished

Other Room #1 Features: \_\_\_\_\_

Other Room #2 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr  
 Other Room #2 Type:  Bedroom  Exercise Room  In-Law Apt  Utility Room  
 (choose 1 entry)  Den  Game Room  Studio  Workshop  
 Entertainment  Home Office  Sun Room  Unfurnished

Other Room #2 Features: \_\_\_\_\_

Other Room #3 Length: \_\_\_\_\_ Width: \_\_\_\_\_ Level:  Bsmnt  Loft  1st Flr  2nd Flr  3rd Flr  
 Other Room #3 Type:  Bedroom  Exercise Room  In-Law Apt  Utility Room  
 (choose 1 entry)  Den  Game Room  Studio  Workshop  
 Entertainment  Home Office  Sun Room  Unfurnished

Other Room #3 Features: \_\_\_\_\_

Appliances:  Central Vac  Intercom  Security Alarm  
 (up to 8 entries allowed)  Compactor  Microwave  Stack Washer/Dryer  
 Dishwasher  Range - Electric  Stove Hood  
 Disposal  Range - Gas  TV Antenna  
 Dryer - Electric  Refrigerator  Wall/Oven Cook Top  
 Dryer - Gas  Satellite Dish  Washer

\*Floors:  Hardwood  Other  
 (up to 7 entries allowed)  Partial Carpet  Tile  
 Vinyl  Wall-to-Wall Carpet  
 Wood

Interior Features:  Attic Storage  Dry/HU-G  Steam Bath/Sauna  
 (up to 8 entries allowed)  Cedar Closet  HU Washer  Whirlpool  
 Handicap Equipped  Interior Balcony  Wine Cooler  
 Hot Tub/Spa  Linen Closet  Walk-In Closet  
 HU Cable TV  Pantry  Wet Bar  
 Dry/HU-E  Sound System



**CAPE COD & ISLANDS**  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

7

**Exterior Page** (\* indicates required field)

- \*Style: (1 entry allowed)
- |                                       |  |                                       |                                    |                                |
|---------------------------------------|--|---------------------------------------|------------------------------------|--------------------------------|
| <input type="checkbox"/> Bungalow     | <input type="checkbox"/> Colonial      | <input type="checkbox"/> Raised Ranch | <input type="checkbox"/> Cottage   | <input type="checkbox"/> Other |
| <input type="checkbox"/> Cape         | <input type="checkbox"/> English Tudor | <input type="checkbox"/> Splitlevel   | <input type="checkbox"/> Log Cabin |                                |
| <input type="checkbox"/> Contemporary | <input type="checkbox"/> Saltbox       | <input type="checkbox"/> Victorian    | <input type="checkbox"/> A-Frame   |                                |
| <input type="checkbox"/> Ranch        | <input type="checkbox"/> Gambrel       | <input type="checkbox"/> Farm House   | <input type="checkbox"/> Federal   |                                |

- Style Description: (up to 6 entries allowed)
- |  |  |
|--|--|
| <input type="checkbox"/> Antique       | <input type="checkbox"/> Contemporary  |
| <input type="checkbox"/> Expandable    | <input type="checkbox"/> Greek Revival |
| <input type="checkbox"/> Post and Beam | <input type="checkbox"/> Seasonal      |

- \*Pool:  Yes  No  Unknown

- Pool Description (answer if Yes): (up to 8 entries allowed)
- |                                       |                                       |
|---------------------------------------|---------------------------------------|
| <input type="checkbox"/> Above Ground | <input type="checkbox"/> Association  |
| <input type="checkbox"/> Concrete     | <input type="checkbox"/> Covered      |
| <input type="checkbox"/> Gunite       | <input type="checkbox"/> Heated       |
| <input type="checkbox"/> In Ground    | <input type="checkbox"/> Indoor       |
| <input type="checkbox"/> Lap Pool     | <input type="checkbox"/> None         |
| <input type="checkbox"/> Pool House   | <input type="checkbox"/> Self Cleaner |
| <input type="checkbox"/> Vinyl        |                                       |

- \*Dock:  Yes  No  Unknown

- Dock Description (answer if Yes): (up to 8 entries allowed)
- |  |  |
|--|--|
| <input type="checkbox"/> Association   | <input type="checkbox"/> Deep Water      |
| <input type="checkbox"/> No License    | <input type="checkbox"/> None            |
| <input type="checkbox"/> Pending       | <input type="checkbox"/> Permit 99 Years |
| <input type="checkbox"/> Present Owner | <input type="checkbox"/> Private         |

- \*Exterior Features: (up to 8 entries allowed)
- |  |  |
|--|--|
| <input type="checkbox"/> Barn/Stable         | <input type="checkbox"/> Outdoor Shower        |
| <input type="checkbox"/> Deck                | <input type="checkbox"/> Patio                 |
| <input type="checkbox"/> Exterior Lighting   | <input type="checkbox"/> Porch                 |
| <input type="checkbox"/> Fenced Yard         | <input type="checkbox"/> Private Storage       |
| <input type="checkbox"/> Garden              | <input type="checkbox"/> Prof. Landscaping     |
| <input type="checkbox"/> Gazebo              | <input type="checkbox"/> Sauna                 |
| <input type="checkbox"/> Greenhouse          | <input type="checkbox"/> Screened Porch        |
| <input type="checkbox"/> Handicap Access     | <input type="checkbox"/> Screens               |
| <input type="checkbox"/> Hot Tub             | <input type="checkbox"/> Storm Doors           |
| <input type="checkbox"/> Insulated Doors     | <input type="checkbox"/> Storm Windows         |
| <input type="checkbox"/> Insulated Windows   | <input type="checkbox"/> Tennis Court          |
| <input type="checkbox"/> None                | <input type="checkbox"/> Underground Sprinkler |
| <input type="checkbox"/> Other - see remarks | <input type="checkbox"/> Yard                  |
| <input type="checkbox"/> Outbuilding         |  |



CAPE COD & ISLANDS  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

8

**\*Roof Description:**

*(up to 8 entries allowed)*

- |                                       |                                  |
|---------------------------------------|----------------------------------|
| <input type="checkbox"/> Asphalt      | <input type="checkbox"/> Flat    |
| <input type="checkbox"/> Metal        | <input type="checkbox"/> Pitched |
| <input type="checkbox"/> Roof Walk    | <input type="checkbox"/> Slate   |
| <input type="checkbox"/> Tar/Gravel   | <input type="checkbox"/> Tile    |
| <input type="checkbox"/> Wood Shingle |                                  |

**\*Siding Description:**

*(up to 8 entries allowed)*

- |  |  |
|--|--|
| <input type="checkbox"/> Barnboard       | <input type="checkbox"/> Brick               |
| <input type="checkbox"/> Clapboard       | <input type="checkbox"/> Other - see remarks |
| <input type="checkbox"/> Shingle         | <input type="checkbox"/> Stone               |
| <input type="checkbox"/> Stucco          | <input type="checkbox"/> Vertical Siding     |
| <input type="checkbox"/> Vinyl/Aluminium |  |

**Mechanical Page** (\* indicates required field)

**\*Heating/Cooling:**

*(up to 8 entries allowed)*

- |  |   |
|--|---|
| <input type="checkbox"/> 2 Zone Heat   | <input type="checkbox"/> Hydro-air        |
| <input type="checkbox"/> 3+ Zone Heat  | <input type="checkbox"/> Individual Heat  |
| <input type="checkbox"/> AC Central    | <input type="checkbox"/> Natural Gas      |
| <input type="checkbox"/> AC Other      | <input type="checkbox"/> Oil              |
| <input type="checkbox"/> Coal Stove    | <input type="checkbox"/> Propane Gas      |
| <input type="checkbox"/> Electric      | <input type="checkbox"/> Radiant Electric |
| <input type="checkbox"/> Extra Flue    | <input type="checkbox"/> Shared Heat      |
| <input type="checkbox"/> Floor Furnace | <input type="checkbox"/> Solar Energy     |
| <input type="checkbox"/> Gas Fireplace | <input type="checkbox"/> Space Heater     |
| <input type="checkbox"/> Heat Pump     | <input type="checkbox"/> Unheated         |
| <input type="checkbox"/> Hot Air       | <input type="checkbox"/> Wood Stove       |
| <input type="checkbox"/> Hot Water     |   |

**\*Water/Sewer/Utilities:**

*(up to 8 entries allowed)*

- |  |  |
|--|--|
| <input type="checkbox"/> Above Ground Septic | <input type="checkbox"/> Private Sewerage      |
| <input type="checkbox"/> Cable               | <input type="checkbox"/> Private Water         |
| <input type="checkbox"/> Cesspool            | <input type="checkbox"/> Septic                |
| <input type="checkbox"/> Electricity         | <input type="checkbox"/> Shared Sewer          |
| <input type="checkbox"/> Gas                 | <input type="checkbox"/> Shared Water          |
| <input type="checkbox"/> High Speed Internet | <input type="checkbox"/> Telephone             |
| <input type="checkbox"/> Individual Sewer    | <input type="checkbox"/> Town Sewer            |
| <input type="checkbox"/> Individual Water    | <input type="checkbox"/> Town Water            |
| <input type="checkbox"/> Inspection Req'd    | <input type="checkbox"/> Underground Utilities |
| <input type="checkbox"/> Other - see remarks |  |

**\*Hot Water/Water Heater:**

*(up to 8 entries allowed)*

- |                                      |  |
|--------------------------------------|--|
| <input type="checkbox"/> Electric    | <input type="checkbox"/> Leased Heater |
| <input type="checkbox"/> Natural Gas | <input type="checkbox"/> None          |
| <input type="checkbox"/> Oil         | <input type="checkbox"/> Other         |
| <input type="checkbox"/> Propane Gas | <input type="checkbox"/> Separate      |
| <input type="checkbox"/> Solar       | <input type="checkbox"/> Tank          |
| <input type="checkbox"/> Tankless    |  |



CAPE COD & ISLANDS  
MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

**Advertising Page** (\* indicates required field)

\*Public/Internet Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

All Office Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Directions to Property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

In-Company Remarks: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\*Publish to Internet:  Yes  No  
\*Publish to REALTOR.COM (answer if Yes):  Yes  No

**Legal/Tax Page** (\* indicates required field)

\*Annual Tax: \$ \_\_\_\_\_  
\*Tax Year: \_\_\_\_\_  
\*Land Assessments: \$ \_\_\_\_\_  
\*Improved Assessments: \$ \_\_\_\_\_  
Other Assessments \$ \_\_\_\_\_  
Total Assessments: \$ \_\_\_\_\_  
Annual Betterment: \$ \_\_\_\_\_  
Unpaid Betterment: \$ \_\_\_\_\_  
\*To be Assessed:  Yes  No  Unknown  
Special Assessment Pending:  Yes  No  Unknown



**CAPE COD & ISLANDS**  
 MULTIPLE LISTING SERVICE, INC.

# SINGLE FAMILY DATA ENTRY FORM

### List of Mass Use Codes

101-Single Family	311-Bottled/Propane	355-Funeral Homes	404-R&D Facilities	716-Tillable Forage
102-Condominium	313-Lumber Yards	356-Misc Public Serv	410-Sand and Gravel	717-Xmas Trees/Woodl
103-Mobile Home	315-Piers/Wharves/Do	360-Museums	412-Rock	718-Pasture
104-Two Family	316-Other Storage/Wa	361-Art Galleries	413-Other	719-Nurseries
105-Three-Family	317-Farm Buildings	362-Motion Picture t	420-Tanks	720-Necessary Relate
106-Accessory Land w	318-Commercial Green	364-Legitimate Theat	421-Tanks, Lng	722-Wetland, Scrub,
109-Mult Houses on P	319-Warehouse Condos	366-Arenas and Field	422-Electric Generat	801-Hiking
111-Four to Eight Un	321-Facl Providing B	368-Fairgrounds/Amus	423-Electric Trans R	802-Overnight Campin
112-More Than Eight	322-Discout/Dept St	369-Other Cultural P	424-Electric Reg Sub	803-Nature Study
121-Rooming&Boardi	323-Shopping Centers	370-Bowling	425-Gas Production P	804-Boating
123-Resid Halls/Dorm	324-Supermarkts 1000	371-Ice Skating	426-Gas Pipeline Rt-	805-Golfing
124-Rectories/Cnvnts	325-Retail/Svc (1000	373-Swimming Pools	427-Natural/Manuf Ga	806-Horseback Riding
13-Mult Use, Primar	326-Eating/Drinking	374-Health Spas	428-Gas Pressre Ctrl	807-Hunting
130-Developable Land	327-Retail Condo	375-Tennis/Racketbal	430-Telephone Exchng	808-Fishing
131-Potentially Deve	330-Auto-Sales/Servi	376-Gymnasium/Athlet	431-Telephone Relay	811-Swimming
132-Undevelopable La	331-Auto Supplies Sa	380-Golf Courses	432-Cable TV Trans.	812-Picnicing
201-Residential Open	332-Auto Repair Faci	381-Tennis Courts	433-Radio-TV Trans F	813-Public Non-Comm
202-Res Underwater L	333-Fuel Service Are	382-Riding Stables	440-Developable Land	814-Target Shooting
21-Mult Use, Prim O	334-Gasoline Sale/Sv	383-Beaches/Swimming	441-Potentially Deve	900-United States Go
210-Non-productive A	335-Car Wash Facilit	384-Marinas	442-Undevelopable La	901-Commonwealth of
211-Non-Prod Vacant	336-Parking Garages	385-Fish & Game Club	501-Indv/Ptnrsp/Asso	902-Counties
220-Commercial Vacan	337-Parking Lots	386-Camping Faciliti	502-Corp in Sect 30	903-Municipalities
221-Com Underwater L	338-Other Auto Sales	387-Summer Camps	503-CH 63 Sect 38C &	904-Colleges/Schools
230-Industrial Vacan	339-Auto Service Con	388-Other Outdoor Re	504-Public Utilities	905-Charitable Organ
231-Ind Underwater L	340-General Office B	389-Chapter 61B Rec	505-Utilities Valuat	906-Churches
300-Hotels	341-Bank Buildings	390-Developable Land	506-CH 59 Sect 38A	907-121A Corporation
301-Motels	342-Medical Office B	391-Potentially Deve	601-Land Undr 10 yr	908-Housing Authorit
302-Inns/Resorts/Tou	343-Office Condo	392-Undevelopable La	602-Land undr 5 yr m	Other
303-Motel Condos	350-Postal Services	393-Agric not in Cha	710-Cranberry Bog	
304-Nursing Homes	351-Educational Prop	400-Manufacturing Op	712-Truck Crops - Ve	
305-Private Hospital	352-Day Care Centers	401-Warehses for Man	713-Fields Crops-Hay	
31-Mult Use, Primar	353-Fraternal Organi	402-Office Building	714-Orchards - Pears	
310-Fuel/Oil Tanks	354-Bus Transport Fa	403-Land- Manuf Ops	715-Grape Vineyards	

\*Mass Use Code: \_\_\_\_\_

Plan: \_\_\_\_\_

\*Title Reference Book: \_\_\_\_\_

\*Title Reference Page: \_\_\_\_\_

\*Land Court Cert #: \_\_\_\_\_

\*Underground Fuel Tank:  Yes  No  Unknown  
 \*Lead Paint:  Yes  Certified Treated  No  Unknown  
 Asbestos:  Yes  No  Unknown

\*Floodzone:  250 Year Flood  500 Year Flood  
 A-Still Water Hit  Not in Flood Zone  
 Unknown  v-Velocity Zone