## MULTIPLE LISTING SERVICE (MLS) ENTRY-ONLY AGREEMENT -

This Agreement (hereinafter referred to as this "AGREEMENT") is by and between,								
(your name(s)), an individual residing at, (your address)								
(hereinafter referred to as ("YOU") and ALLIANCE REALTY NE LLC, a Limited Liability Company, a licensed CT, Mass and RI Real Estate Broker (hereinafter referred to as the "BROKER"), For your property located at with an asking price of \$								
YOU have purchased an exclusive* entry-only listing on the MLS from a For Sale By Owner marketing company (hereinafter referred to as the "MARKETING COMPANY"). The MARKETING COMPANY has referred the listing of your Connecticut property (the "PROPERTY") to the BROKER.								
In order for your PROPERTY to be listed on the MLS, YOU will need to provide the information on the attached MLS Listing Detail Form and return them to the BROKER along with a signed copy of this AGREEMENT. Within 48 hours after the BROKER has received a signed copy of this AGREEMENT and the completed MLS Listing Detail Form, the BROKER will list your PROPERTY on the MLS. You must notify the BROKER of any changes to the status of the listing!								
This listing will begin on// and terminate on (6 or 12 month listing)/_/								
NOTICE: THE AMOUNT OR RATE OF REAL ESTATE COMMISSIONS IS NOT FIXED BY LAW. THEY ARE SET BY EACH BROKER INDIVIDUALLY AND MAY BE NEGOTIABLE BETWEEN THE SELLER AND THE BROKER.								
In addition, if the BROKER or any other Realtor(r) brings YOU a ready, willing and able buyer, then the BROKER or other Realtor(r) shall receive a commission from YOU for acting as a buyer's agent, please check,								

Unless otherwise agreed to, You will not be charged a fee by the BROKER for the entry-only listing.

Modification Submissions: All requests to modify or add to an MLS listing must be submitted in writing or via e-mail to info@AlliancerealtyNE.com or faxed to 866-866-7978.
Modifications must be submitted via email from the email address on file. All submissions must include your AD number and MLS Number.

Price Changes: Owners are allowed unlimited number of price changes. There is no modification fee for changing price.

Open Houses: Upon request, we will post the open house to the MLS and Realtor. Com. There is no modification fee for open house announcements in the MLS, however a fee of \$20 per open house announcement does apply to Realtor. Com postings. The deadline for open house additions for the upcoming weekend is 5PM the Wednesday prior to the weekend.

Photo Changes: Owners are allowed (1) updated/addition to the originally posted images to the MLS listing. Additional updates additions will be charged a \$15 modification fee per image.

Additional Updates: Any additional updates and modifications to the MLS listing, after the initial necessary modifications for accuracy, will be charged a \$15 modification fee.

Status Changes: Owners will not be charged a modification fee if the property's status needs to be changed to "under Contract", "sold", or "withdrawn" from the MLS regardless of the reason it is being withdrawn. YOU MUST TELL US WHEN YOU GO UNDER CONTRACT! WITHIN 24 HOURS!!

Cancellations: You can only list your property "For Sale" with one Real Estate firm at a time! Seller agrees to contact this Brokerage prior to entering into talks with any unaffiliated Brokerage firm. You may cancel this agreement with 30 days written notice.

other

☐ 2% ☐ 2.5% ☐ 3%

The BROKER provides no services other an entering your PROPERTY in the MLS System. BROKER will not accept offers on behalf of the owner. YOU are responsible for all showings, negotiations, document preparation, contracts, open houses, signs and lock boxes.

Seller acknowledges that Broker is a brokerage firm and that in some cases it may represent prospective purchasers. Owner desires that the property be presented to such persons or entities and consents to the dual representation created thereby. Agent shall not disclose the confidential information of one principal to the other.

Broker reserves the right to advertise property in such media as the broker may select at no cost to seller. Seller agrees and acknowledges that BROKER could be fined by an MLS board for not promptly reporting (within 48 hours) any change of status on an MLS listed property. Any fines imposed by MLS will be passed onto the seller. The BROKER strongly suggests that you retain a real estate attorney to represent YOU in all aspects of the sale of your PROPERTY including the preparation of purchase and sale agreements, disclosure forms, and closing documents. YOU have read, understood and agree to the terms and conditions of this Agreement.

Note on "Digital Signatures": a Digital Signature is a way of signing an electronic document in leu of an actual handwritten signature.

## PLEASE DO NOT FILL IN SIGATURE INFORMATION UNTIL YOU HAVE READ DIRECTIONS

Directions for Digitally Signing [Online form only]:

- 1.) Owner(s) Name typed into "print or type" field(s)
- 2.) Enter Date
- 3.) Verify all information on this form is correct
- 4.) Select Digital Signature for Owner 2, follow "signature wizard" instructions for creating a new Digital Signature. Do not start with Owner 1, creating a Digital Signature for Owner 1 will "seal" this document and it will no longer be changeable.
- 5.) Select Digital Signature for Owner 1, follow "signature wizard" instructions for creating a new Digital Signature.

Sign_	Printed Name:	Date	Digital Signature 1	
Sign_	Printed Name:	Date	Digital Signature 2	
BR∩l	(FR			

This Document must be signed prior to your home being in the MLS. Please sign and return to us - Make a copy for yourself.

Alliance Realty NE, LLC 2 Tunxis Road ~ Suite 201 Tariffville, CT 06081 Ct/Mass/RI Licenses # REB078926 / 150195 / REB.0018122 866-866-7978

<sup>\*</sup> The term "exclusive" as used in this Agreement refers to the MLS rule that only one real estate broker can list any property on the MLS at one time.

# **State-Wide Multiple Listing Service, Inc. Category 2**



## **Multi-Family - MF**

KEYWORDS: Fill in the Blanks for each keyword, enter information as prompted by the computer. (R)'s denote required entries for adding a listing. Shaded Keywords are explained on Back of Form (R)Company Code: \_\_\_\_\_ Showing Associate ID: \_\_\_\_\_ Showing Associate Phone: \_\_\_\_ (R)Listing Member ID: \_\_\_ Showing Assoc. Email: \_\_\_\_\_ (R)Lockbox: \_\_\_\_ (R)Photo Instructions: \_\_\_\_ Enhanced Photo Service: \_\_\_\_ (R)Compensation to Coop. Broker: \_\_\_\_ 15 CHARACTERS MAX **Choose Your Internet Display Options:** Select the sites where you would like this listing and/or property address to appear: If the fields below are N, then all other Internet display (R)IDX Sites Address Display: (R)IDX Sites: \_\_\_\_\_ Allow Property Value Estimates on VOWs Y/N options will not apply and Seller Opt out form must be Allow AVM: \_\_\_\_ (R)RILiving.com: \_\_\_\_\_\_  $^{(R)}$ RILiving.com Address Display: (R)Internet Display: Allow Property Comments/Reviews on VOWs Y/N (R)Internet Address Display: Allow Comments: \_\_\_\_ (R)Realtor.com: \_\_\_\_\_ (R)Realtor.com Address Display: (R)State: \_\_\_\_\_(R)County: \_\_\_\_\_\_\_(R)Municipality: \_\_\_\_\_\_(R)Street #: \_\_\_\_\_ - \_\_\_\_(R)Street Name: \_\_\_ 50 CHARACTERS MAX (®Fire District Tax: \_\_\_\_\_ Zoning: \_\_\_\_\_ Lot Frontage: \_\_\_\_ Lot Frontage: \_\_\_\_ Approx. Lot Square Ft: \_\_\_\_\_ Approx. Lot Acres: \_\_\_\_\_ (®)Other Monthly Rents: \$\_\_\_\_\_\_ (®)Owner Annual Expenses: \$\_\_\_\_\_ (®)Profit/Loss Stmt: \_\_\_\_\_ (®)RE Licensee Owner: \_\_\_\_\_ (®)Entry Only Listing: \_\_\_\_\_\_ Unit Descriptions: All fields below are (R) required. (R)Unit 1: TR BR FB HB Description Showing Instructions: \_\_ (100 CHAR. MAX) (R)Unit 2: \_\_\_\_ | \_BR | \_FB | \_HB | \_Description Occupancy Compensation Comments: (31 CHARACTERS MAX) (R)Unit 4: \_\_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | \_\_\_ | Occupancy FEATURES: Microwave \_\_\_\_ Other (R)FINISHED FLOOR 100 Amps Side/Side 150 Amps Intercom Plywood (R)EXTERIOR Particle Board Up/Down Central Vacuum 200 Amps Apartment Alarm Owned Brick Hardwood 220 Volts Green Construction Alarm Rented Masonry Pine Fuses Other Wood Stove Shingles Parquet Circuit Breaker Coal Stove Clapboard Ceramic Individual Meter (R)GARAGE Hot Tub Wood Vinyl Common Meter Aluminum Siding Wall to Wall Carpet Generator Carport Sauna Attached Whirlpool Vinyl Siding Marble 400 Amps Other Siding \_\_\_\_ Laminate Detached Elevator None BBQ Grill Insltd Glass Windows Integral Other Storm Window (R)WATER SUPPLY Door Opener TV Antenna Cable TV WALLS \_ None Storm Door Connected \_\_ Plaster Available Satellite Dish Patio LAUNDRY Furniture Assessment Buver Deck Dry wall Assessment Seller In Blda Pellet Stove Porch Paneled In Units Breezeway Ceramic Above Mentioned HANDICAP ACCESSIBLE \_\_ Wood Individual Meter Common Off Site Ramps/No Steps Screened Common Meter Wide Doors Needs Work (R)INSULATION (R)SEWER **EQUIPMENT** Elevator Balcony Walls Complete Handicap Ceiling Refrigerator Connected Oven/Range Fixtures INTERIOR Floors Available Disposal Low Pile Carpet Cathedral Ceiling Cap Assessment Buver Dishwasher Extra Wide Shower Skylight \_\_ UFFI Assessment Seller Hood Adjusted Hat Sink - No Attic Unknown Septic System Exhaust Fan Cabinets Below \_ Stairs \_ None Cesspool Other Private System Ceiling Fan Extra Wide Halls & Doors Flat Thresholds (R)ELECTRIC Unknown Trash Comp. Washer One Level 30 Amps All of the Above Dryer 60 Amps

#### **FEATURES** (continued) (R)PLUMBING HEAT FUEL - Usage (Gal/Yr) (R)COOLING Beach (R)CLOSE (only applies if oil is selected above) 1-30 Days Mixed Central Mooring 0-399 30-60 Days Copper Individual Unit Oceanfront Negotiable 400-800 PVC Wall Unit Walk to Salt Water 800-1200 Galvanized Ductless AC System Walk to Fresh Water Available For Rent 1200-1600 None \_\_ None Leases \_ 1600+ **NEAR** Month to Month Other Unknown LOT Shopping Week to Week (R)HOT WATER \_ Wooded Bus Vacant (R)HEAT SYSTEM **Underground Utilities** Commuter Bus Gas Forced Air Sidewalks Highway Access (R)HISTORIC Oil Forced Water Paved Drive Private School National Registry Electric Solar Steam Fenced Yard Public School Local Historic District Heat Pump Private Compound Hospital Tank None Space Tankless Pool Inground Rec. Facility \_\_ Unknown Radiant Pool Above Swimming Rented Baseboard (R)LISTING CONTRACT Tenant Pays Out Bldg. Tennis Electric Air Cleaner Extra Lot Golf \_\_\_\_ Excl. Right to Sell Owner Pays Humidifier Indirect \_ Corner \_\_ Marina \_\_\_ Excl. Brokerage Rented. Burner Cul De Sac Common (R)APPROX. LIVING AREA (R)HEAT FUEL **TERMS** Sprinklers Individual Control Electronic Pet Fence Assumable SOURCE \_ Gas Gas on Gas Oil \_ Seller 1st Tax Assessor \_ Hydro-Air WATER AMENITIES Seller 2nd Electric Seller None Rent W/ Option Licensee Estimated Solar \_ Front Salt Exch. Considered Bottle Gas Front Fresh Appraisal (R)HEAT PAID BY \_ Closing Cost View Salt Wood \_ Builder \_ Owner View Fresh Assistance . Other Coal Tenant Special River None \_ Mixed Walk to Water Subject to Lender Approval Other Access Flood Insurance Dock BASEMENT FEATURES (CR) – denotes fields that are conditionally required based on other selections (CR)No. of BASEMENT ROOMS: \_\_\_\_\_ (R)FOUNDATION TYPE: (R)BASEMENT TYPE (CR)BASEMENT FINISH Full Finished Brick Piers Partial Part Finished Cement Block Slab (CR)BASEMENT ROOMS TYPE: Crawl Space Unfinished Concrete Stone Kitchen Work Shop Mixed Unknown None Bathroom \_\_ Playroom Bedroom(s) Storage Area (CR)PERCENT FINISHED: \_\_\_\_\_ (CR)BASEMENT ACCESS: Laundry Common Bulkhead Utility Walkout Interior Only Interior & Exterior Remarks: (250 CHAR. MAX) Photo Instructions: (56 CHAR. MAX) SELLER(S) AGREE(S) ABOVE INFORMATION IS TRUE AND CORRECT TO THE BEST OF THEIR KNOWLEDGE OR AGREE(S) TO CHANGES IN ORIGINAL AGREEMENT. The listing broker has gathered the above information to the best of his/her ability based on information provided from other sources, including but not limited to the seller. This should in no way be a substitution for independent inquiries by the buyer. Seller(s) Date: Seller(s) Date: Seller(s) Date:\_ Date:

## Category 2- Multi-Family Listing

## The Seller must initial any and all crossovers. All owners must sign where indicated.

**VOW KEYWORDS** 

Consumer Sites =

Internet Display = Y/N Does the seller want their listing to appear on the web?

If answer is No, the Seller Opt Out form is required

Internet Address Display = Y/N Does the seller want their address to appear on the web?

If answer is No, the Seller Opt Out form is required

Allow AVM = Y/N Does the seller want automated price estimates to appear on

the web?

Allow Comments = Y/N Does the seller want comments about their property to

appear on the web?

IDX Address Display = Y/N Allow the display of a listing's address to appear on IDX

Y/N Allow the display of a listing to appear on public sites like

RILiving?

Consumer Sites Address Display = Y/N Allow the display of a listing's address to appear on public

sites like RILiving?

#### COMPENSATION TO COOPERATING BROKER

MLS cannot accept the listing unless the CB keyword is completed. Specifying the compensation of each listing is necessary because the cooperating Broker has a right to know what the compensation shall be prior to his/her endeavor to sell.

The compensation shall be shown in one of the following forms:

1. By showing a percentage of the gross selling price

By showing a definite dollar amount

If you offer a DUAL OR VARIABLE RATE COMMISSION (i.e. one in which the seller agrees to pay a specified commission if the property is sold by the listing broker without assistance, and a different commission if the sale results through the efforts of a cooperating broker) the listing broker must disclose by either one of the below formats followed by "V".

#### FXAMPLE: CB: -%V

If you take an EXCLUSIVE-RIGHT-TO-SELL contract with Named Prospects Exempted (Reservations) you will denote the compensation in either one of the below formats followed by "R".

#### EXAMPLE: CB:-%R

If you take an EXCLUSIVE AGENCY CONTRACT the standard Exclusive-Right –to-Sell contract cannot be used. Fill in the keywords and features page (reverse side of page) in the usual manner and denote the compensation in either one of the below formats followed by the code "XA".

#### EXAMPLE: CB: -%XA

\* All compensation offered through MLS to the cooperating company is paid based exclusively on its becoming procuring cause of the purchaser.

## Add to Compensation to Cooperating Broker -

If you list a SHORT SALE property, denote the compensation in one of two forms:

Example: X% SS OR X% of total commission received –SS

This will alert a cooperating broker that the listing is a short sale

When disclosed, participants may, at their discretion, advise other participants whether and how any reduction in the gross commission established in the listing contract, required by the lender as a condition of approving the sale, will be apportioned between listing and cooperating participants.

**Deductions** from Compensation on non-service related fees or expenses are not allowed. Only fees which are payable to a third party such as MLS Photographer, Home Warranty plan, sharing of a referral fee, etc., are allowed.

The amount or percentage that is to be deducted, must specify and describe the deduction.

### COMPENSATION COMMENTS

This field is to be used to explain any deductions or terms **from** the compensation fields – CB (Compensation to Cooperating Broker) If there are any deductions to be made from compensation, the deduction MUST be stated in the CB field. This is just an additional field to accommodate the explanation.

Turin Dodroom

### LOCK BOX ABBREVIATIONS

ValueMeaningNNoneCCompanyOOffice

MAIN POOMS

## OCCUPANCY FOR EACH UNIT IS

O= Owner M= Third Party No Lease

R= Relative N= No Unit (Only Applies to Units 3 and 4)

T=Third Party w/Lease V= Vacant

#### PHOTO INSTRUCTIONS

In the first field, enter the letter value that corresponds with the meaning. In the second field, enter the number of photos sent in or to be taken by the MLS photographer.

<u>Value</u> <u>Meaning</u>

C

M MLS Exterior Standard (one exterior shot only-no appointment needed).

O Exterior Rush (1 day turnaround)
F REALTOR photo to follow
R REALTOR Photo (s) submitted

N No photo is to be printed (owners' authorization on contract)

Under Construction

#### **ENHANCED PHOTO SERVICES**

A Appt. needed – Interior/Exterior Enhanced Photos

E Supplement Photos

S "Rush" Supplement Photos

V Visual Tour

#### REALTOR OWNED Y/N

This field should be filled in with "Y" if the property is considered to be a broker owned property according to RI State law and/or defined by the Code of Ethics of the National Association of REALTORS

#### STREET NUMBER

Street number is limited to two sets of six characters. Therefore, in some instances it is necessary to abbreviate information about the type of number that you are using to identify the property. The street number must comply with the 911 system whenever possible. The first six-digit field is required and can be filled with numbers only. The second six character field is not required and should be used for all additional information (i.e. Box #, Pole #, opposite pole, lot, ½ ending house #) as shown below:

<u>EXAMPLE</u> <u>Street Address</u> <u>With Additions</u> 123- PL 1957 123 Main Street Pole 1957

123-A 123 A Main Street

#### YEAR BUILT

Year Built is a numeric field (i.e. no alphabetic characters will be accepted). Year Built is the year that the property was built. When the property listed is in new construction, enter as the current year. When the age of the building is unknown, show its age as 9999.

MLS Entry-Only Listing shall mean a form of listing submitted to the Service under which the listing broker will provide none of the following services: (a) present offers to purchase directly to the seller; (b) advise the seller as to the merits of the offer; (c) assist the seller in developing, communicating or presenting counteroffers; and (d) participate on the seller's behalf in negotiations leading to the sale of the listing property. Indicate by Y (yes) or N (no) in this field.

### UNDERGROUND STORAGE TANK

 SIZE
 TYPE

 N=None
 N=None

 U=Unknown
 U=Unknown

 O=Over 1,100 Gallons
 H=Heating Oil

 L=Less than 1, 100 Gallons
 O=Other

EX: If an underground storage tank contains over 1, 100 gallons of heating oil, you would enter: O – H EX: If an underground tank held less than 1, 100 gallons of an unknown substance, you would enter: L –

## FINISHED LIVING AREA

These fields are to be used for approx. finished living square feet only.

Above grade living area: Heated Living Area on any level, which is AT, or ABOVE grade. This area SHOULD NOT included the finished areas of basements, nor should it include the finished lower level areas of a Raised Ranch, unfinished rooms on any level or additional finished areas outside the main dwelling such as a carriage house.

**Below Grade Living Area:** Finished, Heated Living Area which is below grade, and/or EXTRANEOUS (separate) to the main living area can be included in this field; such as finished basements, the finished portion of the lower level of a Raised Ranch, finished attics, carriage houses, etc.

APPROXIMATE LIVING AREA SOURCE - Please indicate the source from which the value for the "Approximate Above Grade Living Area" field was obtained.

### STANDARD ROOM ABBREVIATION GUIDE

To keep the MLS book consistent the following room abbreviations are to be used when filling in the keywords separated by commas.

Lower Level, First Floor Rooms, Second Floor Rooms, Third Floor Rooms

Tile Deth w/Chewer Ctell

TDCC

IVIAIN RUUWS		IBK	i win Bearoom	1822	i ile Bath W/Snower Stall	FP	Firepiace	
DR	Dining Room	SBR	Small Bedroom	BT	Bath w/ Tub	FLRM	Florida Room	
FDR	Formal Dining Room			BTS	Bath w/ Tub & Shower	LDRY	Laundry Room	
K	Kitchen	BATH		LAV	Lavette	LIB	Library	
EIK	Eat in Kitchen	В	Bath	WHRL	Whirlpool	PRCH	Porch	
KDA	Kitchen w/ Dining Area	FESH	Fiberglass Enclsd. Shower		•	RH	Rear Hall	
PTRY	Pantry	PESH	Plastic Enclosed Shower	MISCELI	LANEOUS ROOMS	RECRM	Recreation Room	
LR	Living Room	TBTS	Tile Bath w/ Tub & Shower	CH	Center Hall	SOLRM	Solarium	
DBLLR	! Double Living Room	OBT	Old Bath w/Tub	DEN	Den	STDY	Study	
BEDRO	<u>DOMS</u>	OBTS	Old Bath w/ Tub & Shower	EF	Entry Foyer	SNRM	Sun Room	
BR	Bedroom	TBT	Tile Bath w/ Tub	EH	Entry Hall	VEST	Vestibule	
MBR	Master Bedroom	BSS	Bathroom w/ Shower Stall	FR	Family Room	WKSHOP	Workshop	