

NOTE: Any field with a red line through it, do not worry about it, we'll take care of it. Do your best on required fields

RESIDENTIAL – Data Input Form PAGE 1 OF 4

Southwestern Michigan Regional Information Center

(All Required Fields in Gray)

www.smric.com and www.grar.com are the same thing

MLS # _____

Assigned by Computer

County Name: _____ **Tax ID:** _____ (Enter Tax ID without hyphens, ex: 111868900036000)

Mailing Address:

Street # - Modifier: _____ **Direction:** _____ **Street Name:** _____ **Suffix:** _____ **Post Direction:** _____

Unit #: _____ **City:** _____ **Zip Code +4:** _____ - _____

Between Streets: _____ & _____

~~**Office ID:** _____ **Agent ID:** _____ **Co-Office ID:** _____ **Co-Agent ID:** _____~~ Don't worry about these fields

Property Subtype: Residential: Single Family Condo/Coop Farm

Municipality: _____ **Listing Price:** _____

Public Viewable: Yes No **Show Address to Public:** Yes No ~~**Show AVM to Public:** Yes No~~ **VOW Public Comments:** Yes No

Sub Agcy: _____ **Buyer Agcy:** _____ **Trans Coord:** _____ **Variable Rate:** _____
_____% (Amt) _____% (Amt) _____% (Amt) Yes No **Comments:** _____

~~**Exclusive Agency:** Yes No **Reserved Prospect:** Yes No~~

Lot Size: (acres or sq. ft.) _____

Est. Year Built: _____ **New Construction:** Yes No

Listing Date: _____ **Expiration Date:** _____ **School District:** _____

Occupant Type: Owner Tenant Vacant **Owner Name:** _____ **Owner Phone:** _____ - _____ - _____

Showing Instructions: _____

Possession: _____

Taxable Value (\$): _____ **SEV (\$):** _____ **For Tax Year:** _____ **Annual Property Tax (\$):** _____ **Tax Year:** _____

Homestead %: _____ **Spec Assessment & Type %:** _____ **Zoning:** _____

Lot Dimensions: _____ **Road Frontage:** _____

Waterfront: Yes No **OR Water Access:** Yes No

Water Frontage: _____ **Body of Water:** _____

Water Type: Lake River Stream/Creek Pond

Water Feature Amenities: All Sports Assoc. Access Channel Deeded Access Deeded Boat Lot Dock No Wake

Private Frontage Public Access Shared Frontage View

High School: _____

Middle School: _____

Elementary School: _____

Tour Date: _____ **Tour Time:** _____ **Open House Date:** _____ **Open House Time:** _____

Total Fireplaces: _____ **Income Property:** Yes No

Approx. Assoc. Fee: \$ _____

Assoc. Fee Includes:

None _____ Lawn/Yard Care _____

Water _____ Sewer _____

Electric _____ Heat _____

Snow Removal _____ Trash _____

Cable/Satellite _____ Other _____

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Assoc. Buy In Fee: \$ _____ **Condo Project Name:** _____

Assoc. Fee Payable: Monthly Quarterly Annually

Accessibility Features: Yes No

Features Available:

- | | | |
|--|--|---|
| <input type="checkbox"/> No-Step Entrance | <input type="checkbox"/> Covered Entrance | <input type="checkbox"/> Ramped Entrance |
| <input type="checkbox"/> Covered Ramp | <input type="checkbox"/> 36 in. Entrance Door | <input type="checkbox"/> 36 in. or + Hallway |
| <input type="checkbox"/> 42 in. or + Hallway | <input type="checkbox"/> Accessible Mn. Flr. Bdrm. | <input type="checkbox"/> Accessible M. Flr. Half Bath |
| <input type="checkbox"/> Accessible Mn. Flr. Full Bath | <input type="checkbox"/> Grab Bar | <input type="checkbox"/> Mn. Flr Bath |
| <input type="checkbox"/> Low Threshold Shower | <input type="checkbox"/> Lever Door Handles | <input type="checkbox"/> Accessible Elect. Controls |
| <input type="checkbox"/> Rocker Light Switches | <input type="checkbox"/> Accessible Kitchen Sink | <input type="checkbox"/> Accessible Bath Sink |

Total Rooms Above Grade: _____

Room Dimensions: For Levels Use: B-Basement L-Lower/Walkout M-Main U-Upper

	Level	Comments (40 characters)	Level	Comments (40 characters)
Kitchen:	_____ x _____	_____	Mstr. Bdrm:	_____ x _____
Formal Dining Room:	_____ x _____	_____	Mstr. Bath:	_____ x _____
Dining Area:	_____ x _____	_____	Bedroom 2:	_____ x _____
Family Room:	_____ x _____	_____	Bedroom 3:	_____ x _____
Living Room:	_____ x _____	_____	Bedroom 4:	_____ x _____
Recreation:	_____ x _____	_____	Bedroom 5:	_____ x _____
Den/Study:	_____ x _____	_____	Add'l Room:	_____ x _____
Laundry:	_____ x _____	_____		

All Fields Are Required In The Grid – Enter 0 (zero) for none

	Above Grade		Below Grade	
	Upper Level	Main Level	LL/WO Level	Basement Level
# Bedrooms:	_____	_____	_____	_____
# Full Baths:	_____	_____	_____	_____
# Half Baths:	_____	_____	_____	_____
Finished Sq. Ft:	_____	_____	_____	_____
		Total Sq. Ft:	_____	_____

Stories: 1 1.5 2 3 or more Split

Design:

- A Frame Bi-Level Bungalow Cabin/Cottage Cape Cod Chalet Colonial Contemporary Farm House Log Home
 Mobile Quad Level Ranch Traditional Tri-Level Tudor Underground Victorian Other

Manufactured: Yes No

Manufactured Details: Titled Untitled Title Unknown Permanently Affixed Single Section Multi Section

GARAGE: * Yes No

GARAGE TYPE: 1 _____ Attached _____
 2 _____ Carport _____
 3 _____ Detached _____
 4+ _____ Tandem _____

EXTERIOR MATERIAL:

- Aluminum Brick Concrete Block Log Poured Concrete Shingle Stone Stucco Vinyl Wood Other

ROOF:

- Built Up Stone Wood Shingle Comp Shingle Metal Rubber Slat Tile Other

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WINDOWS:

- Bay/Bow Insulated Low E Replacement Screens Skylight Storms

BASEMENT: Yes No

- SUBSTRUCTURE: * Crawl Space Partial Basement Daylight Slab Full Basement Walk Out Michigan Basement Other

LOT DESCRIPTION:

- Corner Cul-De-Sac Flag Lot Golf Community Golf Course Frontage Level Ravine Recreational Rolling Hills Sidewalk Tillable Wetland Area Wooded Adj. to Public Land

SEWER: Public Septic System None

WATER: Public Well None

UTILITIES ATTACHED: Cable Natural Gas Extra Well Telephone Line

UTILITIES AVAILABLE AT STREET:

- Broadband Cable Electric Natural Gas Public Sewer Public Water Storm Sewer Telephone Line

KITCHEN FEATURES:

- Breakfast Nook Center Island Desk Built-in Eating Area Garden Window Mud Room Access Pantry Snack Bar

FIREPLACE:

- Wood Gas Log Bathroom Den/Study Family Formal Dining Kitchen Living Master Bedroom Other Bedroom Rec Room Other

ADDITIONAL ITEMS:

- Air Cleaner All Window Treatments Attic Fan Ceiling Fans Central Vacuum Ceramic Floor Garage Door Opener Gas/Wood Stove Guest Quarters Home Warranty Hot Tub Spa Humidifier Iron Water Filter Laminate Floor Laundry Chute LP Tank – Owned LP Tank – Rented Satellite System Sauna Security System Stone Floor Water Softener/Owned Water Softener/Rented Wet Bar Whirlpool Tub Wood Floor

APPLIANCES:

- Refrigerator Range Oven Built In Oven Microwave Cook Top Dishwasher Freezer Garbage Disposal Trash Compactor Dryer Washer

HEAT SOURCE: Electric Natural Gas Geothermal Oil Propane Solar Wood None

HEAT TYPE: Baseboard Forced Air Gravity Heat Pump Hot Water Outdoor Furnace Passive Radiant Space Heater Steam Wall Furnace Wood/Pellet Furnace None

AIR CONDITIONING: Central Wall Unit Window Unit

EXT. FEATURES: 3 Season Rm Deck(s) Fenced Back Gazebo Patio Play Equip. Porch(es) Scrn Porch Tennis Court

LANDSCAPE: Décor Fence Décor Pond Flower Garden Fountain Fruit Trees Garden Area Ground Cover Shrubs/Hedges Terraced Yard Underground Sprinkler Waterfall

POOL: Outdoor/Inground Outdoor/Above Indoor Cabana

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OUTBUILDINGS: *

- Barn _____
- Boat House _____
- Greenhouse _____
- Guest House _____
- Hangar _____
- Pole Barn _____
- Stable _____
- Storage Shed _____
- Other _____

DRIVEWAY: Easement Paved Unpaved Shared Paved Shared Unpaved

STREET TYPE: Easement Paved Private Public Seasonal Unpaved

ASSOCIATION AMENITIES:

- Airport Landing Strip Baseball Diamond Beach Area Cable TV Campground Club House Detached Unit End Unit
- Fitness Center Golf Membership Hot Tub Interior Unit Library Meeting Room Pets Allowed Pool – Indoor
- Pool – Outdoor Restaurant/Bar Sauna Security Skiing Storage Tennis Other

MINERAL RIGHTS: Yes No Partial Available Unknown

TERMS AVAILABLE: *

- Assumable _____
- Cash/Conventional _____
- Cash Only _____
- FHA _____
- Land Contract _____
- MSHDA _____
- Purchase Money Mtg _____
- Rural Development _____
- VA _____
- Other _____

SALE CONDITIONS: REO/Bank Owned Short Sale Possible None Other

MARKETING REMARKS: UP TO 1,000 CHARACTERS INCLUDING SPACES:

TEXT HERE OR YOU CAN EMAIL IT TO US

LEGAL DESCRIPTION: MUST HAVE, YOU CAN GET IT FROM YOUR TAX BILL If you can't find this we can look it up for you.

LEGAL HERE

DIRECTIONS TO YOUR PROPERTY: This is a required field.

DIRECTIONS HERE

NOTE: You should be able to easily complete this form then "Save" to your computer.

Save as a .pdf document if possible, not a .jpeg. .jpgs are for pictures, .pdf docs are for forms.

Once saved you need to email the form to us. This saves you from having to print & fax back or scan.