

Multi-Family Listing Form

for Pennsylvania Listings (Trend MLS)

Overview

Step 1: Property Information Form

Step 2: [Acknowledge Receipt of PA Consumer Notice Form](#)

Step 3: [MLS Listing Agreement](#)

Step 4: [Provide Photos](#) (on Property Information Form or [here](#))

Wrong Property Type?

- [Residential](#)
- Multi-Family
- [Land](#)
- [Rental](#)

[Click to Return to MLS Listing Processing - Home](#)

Instructions

*Web Form: Required fields are marked with an *. Your progress is saved automatically within your web browser. Press Submit button at the bottom to complete the form and continue to the next step.*

PDF Form: Click "Print Form" at the bottom for a .pdf version. Required fields are highlighted in red. To save progress, click File -> Save As. E-mail completed form to djdemers1@gmail.com, or fax to 877-893-6566.

Seller Information

Name	_____	Co-Owner	_____
Phone	_____		
E-mail	_____		
Other Contact Details	_____		
Address (if other than Property Address)	_____		
City	_____	State	_____
Zip	_____		

Property Listing Information

List Price	_____	For Sale Sign?	Yes No
Listing Start Date	_____	Is owner a licensed real estate broker / agent?	Yes No
Tax ID Number	_____		
Street Address	_____		

Unit	_____		
City	_____	Zip	_____
Nearest Cross Street	_____		
Subdivision / Neighborhood Driving Directions	_____	School District	_____

Lot and Building

Approximate Lot Dimensions	_____	County Assessed Value	_____
Present Zoning	_____	Approx. Acreage	_____
OR Land Sq.Ft.	_____		
Annual Taxes	_____	Tax Year	_____
New Construction?	Yes No		
Waterfront?	Yes No		

Inclusions

Exclusions

Building Information

Total Units	_____	# Studio Units	_____
# 1-Bedroom Units	_____	# 2-Bedroom Units	_____
# 3-Bedroom Units	_____	# Building Stories	_____
Approximate Age	_____	Total Sq. Ft.	_____

Financial Information

Gross Annual Income	_____	Annual Heating Expenses	_____
Annual Insurance	_____		
Annual Electric Expenses	_____	Annual Maintenance	_____
Annual Water / Sewer	_____		
Annual Other Expenses	_____		

Note: The system will automatically calculate Total Expenses, Gross Rent Mult., Cap. Rate, and Net Oper. Income.

Local Public Schools

High School _____

Middle School _____

Elementary School _____

Elementary School 2 _____

A friendly reminder - we recommend saving your progress at this time.

Units

Bedroom count, bathroom count, and occupancy are required for all existing units.

Unit 1

Rooms _____

Beds _____

Full Baths _____

Partial Baths _____

Unit Sq Ft _____

Occupied?

Yes

Monthly Rent _____

No

Lease Term / Expiration _____

Unit 2

Rooms _____

Beds _____

Full Baths _____

Partial Baths _____

Unit Sq Ft _____

Occupied?

Yes

Monthly Rent _____

No

Lease Term / Expiration _____

Additional Information (Required Fields)

Type of Ownership

Fee Simple

Other

Type

Design

Accessibility Features

Mobility Imp. Mods

Visually Imp. Mods

Hearing Imp. Mods

No Mods / Unknown

Basement Type

Laundry

Washer In Unit

Dryer in Unit

Common

Hook-up

Yes

No

Primary Heating

Oil

Gas

Electric

Heat Pump Gas
Backup

Heat Pump Oil Backup

Heat Pump Electric
Backup

Geothermal

Propane

Wood

Coal

Solar

Other Fuel

No Heat

Biofuel

Cooling	Central Air	Wall / Window Units	
	None	Energy Efficient Cooling	
	Geothermal Pump		
Hot Water System	Oil	Gas	Electric
	Propane	Solar	Summer / Winter Hook-up
	Other	On Demand Hot Water	
Sewer		Water	
Exterior Material	Aluminum / Steel	Vinyl	Stucco or similar
	Wood	Brick	Stone
	Log	Shingle	Other
	Block	Asbestos	Synthetic Stucco
Garage Spaces			
Parking (excluding garage spaces)	1 Car	2 Cars	3 Cars
	4 Cars	5-7 Cars	8+ Cars
	On Street	Driveway	Deeded/Assigned
	Parking Lot	Permit	Private
	Shared		

Additional Information (Not Required)

Property Condition		Earliest Possession	
Interior Features	Security System	Ceiling Fan(s)	Cable TV Available
	Sprinkler System	Elevator	Window Treatments
	Fireplace	Store / Office	Water Conserving Appl.
	Energy Efficient Windows	Replacement Windows	
Entrance	Foyer / Vestibule	Private	Common
	Secured	Keyed	Intercom
Storage	Basement	Attic	Garage
	Shed	Bins	
Flooring	Finished Wood	Wall-Wall Carpet	Linoleum / Vinyl
	Tile	Stone	Marble
	Laminate		
Electrical System	<60 Amps	60 Amps	100-150 Amps
	200-300 Amps	400+ Amps	Circuit Breakers
	Fuses	Knob and Tube	
Heat Delivery Method	Hot Water	Hot Air	Steam
	Baseboard	Radiant	Zoned
	ProgTherm	Choice 2	

Foundation

Stone	Concrete	Block/Brick	Built on Slab
Pilings			

Main Roof

Flat	Pitched	Shingle	Metal / Tin
Wood Shake	Slate	Tile	

Exterior Features

Sidewalks	Street Lights	Fencing
Swimming Pool	Tennis Court(s)	Satellite Dish
Perm. Play Equip.	Underground Elec.	

Surface Water

Bayfront	Bayside	Bulkhead	Cove
Lagoon	Lakefront	None / Other	Oceanfront
Oceanside	Pond	Riverfront	Stream/Creek
Water View	Wetlands / Marsh		

Additional Income

Laundry	Recreation Facilities	Parking
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Documents on File

Section 8 Approved	Furnishings List	Fixtures List
Inventory List	Rent Roll	Financial Statement
Lease(s)	Permit(s)	License(s)

Financing

Conv.	FHA 203(b)	VA	USDA
Seller/Priv	Assum. Mort.	LeasePurch.	FHA 203(k)

Building Faces**Certifications**

EnergyStar	HERS 90-100	HERS <90	LEED
GreenBuilding	Other		

Listing Options

Show Automated Valuation	Yes	Show Address on Listing	Yes
	No		No

Allow Comments on Listing	Yes	Buyer Broker Compensation
	No	

Showing Instructions	CallToShow	24 Hr Notice	Tenant Occupied
	Combo Lockbox	Key Lockbox	Owner Present

Showing Remarks: Limited Service Listing - Please contact seller directly at (phone number) for all inquiries.

Public Remarks: (1.000 characters max., including punctuation and spaces).

Upload Photos

This section is for use with the online form only. Alternatively, e-mail photos as attachments to djdemers1@gmail.com prior to activation of your listing.

Office Information

Listing Agent: Dan Demers

Listing Office: SellYourHomeServices.com

Cell: (774) 265-0879

Office: (877) 893-6566

PA License: SBR002012

MLS ID: 66923679

By submitting this form, Owner(s) have verified the noted information and warrant(s) it to be accurate to the best of his / her (their) knowledge.

Upon submitting this form, you will be directed to the next step in the process.