

**Northern Illinois Home Builder's Realty, Inc.**  
**Single Family Detached Home (New Proposed or Under Construction)**

***ALL ITEMS IN BOLDFACE PRINT ARE MANDATORY ITEMS AND MUST BE COMPLETED***

**Listing Date:** \_\_\_\_\_ **Expiration Date of Listing:** \_\_\_\_\_ **List Price:**\$ \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_  
*House #* \_\_\_\_\_ *Compass Point* \_\_\_\_\_ *Street Name* \_\_\_\_\_

\_\_\_\_\_ *City* \_\_\_\_\_ *State* \_\_\_\_\_ *Zip* \_\_\_\_\_

**Directions:** \_\_\_\_\_  
\_\_\_\_\_ **(Directions should be explicit and clear)**

**Do you want the MLS to take a photo of the listed property for display in the MLS Book and the MLS computer?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** (There is no charge for MLS picture to be taken at time of listing. A charge of \$6 to \$10 for pictures taken by MLS at later date.) If you do not wish to have the MLS take a picture of the listed property, are you supplying a rendering or a picture of a similar home? \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** (If yes, it must be included with this form)

**Virtual Tour** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** (You will be contacted by the vendor if you wish to consider a virtual tour)

**Home is located in** \_\_\_\_\_ **County and** \_\_\_\_\_ **Township**

**Water Frontage?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** **Ownership of Home will be conveyed as (circle one):**  
**Condo** \_\_\_\_\_ **Fee Simple with Homeowner Association** \_\_\_\_\_ **Fee Simple** \_\_\_\_\_

**Subdivision:** \_\_\_\_\_ **Corporate Limits of:** \_\_\_\_\_  
*City or Unincorporated as applicable*

**Model Name** \_\_\_\_\_ **Built in 200** \_\_\_\_\_ **Acreage** \_\_\_\_\_

**Lot Dimensions** \_\_\_\_\_ **X** \_\_\_\_\_ **X** \_\_\_\_\_ **X** \_\_\_\_\_

**Total # of Rooms** \_\_\_\_\_ **Total # of Bedrooms** \_\_\_\_\_ **# of Baths:** \_\_\_\_\_ **Full** \_\_\_\_\_ **Half**

**Master Bedroom Bath?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** **# of Fireplaces:** \_\_\_\_\_ **Basement :** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Bathroom in Basement:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** **Parking Provided in** \_\_\_\_\_ **Garage** \_\_\_\_\_ **Parking Lot Spaces**

**# of** \_\_\_\_\_ **cars** **Special Assessments:** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No**

**Property Tax Identification Number (PIN)#** \_\_\_\_\_

**Multiple PIN #s?** \_\_\_\_\_ **Yes** \_\_\_\_\_ **No** **Lowest "R" Value of Insulation:** \_\_\_\_\_ **Walls** \_\_\_\_\_ **Ceiling**

Is this home? (circle one): completed and ready for occupancy—under construction—proposed construction

Approximate Square Footage of Home \_\_\_\_\_

New Construction? X Yes \_\_\_ No Estimated Date of Occupancy \_\_\_\_\_

**ROOMS LISTED MUST INCLUDE SIZE, FLOOR LEVEL AND FLOORING INFORMATION**

Assessments or Assoc. Dues \$ \_\_\_\_\_ per (Circle one): year month quarter voluntary

Room	Room Size	Level	Flooring	Flooring Choices	Window treatment?
Living Room	___X___	<u>Level Choices</u>	___	___	Yes No
Dining Room	___X___	<b>B=Basement</b>	___	___	Yes No
Kitchen	___X___	<b>W=Walkout Basement L=Lower level</b>	___	___	Yes No
Family Room	___X___	<b>1=Main level 2=2<sup>nd</sup> level</b>	___	___	Yes No
Master Bedroom	___X___	<b>3=3<sup>rd</sup> level 4=4<sup>th</sup> level</b>	___	___	Yes No
Bedroom #2	___X___	<b>A=Attic N=Not applicable</b>	___	___	Yes No
Bedroom #3	___X___		___	___	Yes No
Bedroom #4	___X___		___	___	Yes No
Additional Room #1	___X___	<u>Additional Room Names</u> <b>BRS=5<sup>th</sup> Bedroom</b>	___	___	Yes No
Additional Room #2	___X___	<b>BR6=6th Bedroom BRK=Breakfast Room DEN=Den EAS=Eating Area</b>	___	___	Yes No
Additional Room #3	___X___	<b>ENP=Enclosed Porch FOY=Foyer GRT=Great Room LDY=Laundry</b>	___	___	Yes No
Additional Room #4	___X___	<b>LOP=Loft OFF=Office REC=Recreation Room SCP=Screened Porch</b>	___	___	Yes No
Additional Room #5	___X___	<b>SUN=Sun Room TAN=Tandem UTL=Utility Room OTH=Other</b>	___	___	Yes No

**Grade School** \_\_\_\_\_ **District #** \_\_\_\_\_

**Jr. High School** \_\_\_\_\_ **District #** \_\_\_\_\_

**High School** \_\_\_\_\_ **District #** \_\_\_\_\_

**Showing Instructions** \_\_\_\_\_

**Do you want a keybox (lockbox) placed on the home?** \_\_\_ Yes \_\_\_ No **When?** \_\_\_\_\_

**What compensation do you authorize for a cooperating agent?** \$ \_\_\_\_\_ or \_\_\_\_\_ % of sale price.

**Remarks or Supplemental Description** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Owner of Record:** \_\_\_\_\_

**Name Contact Person** \_\_\_\_\_ **Title** \_\_\_\_\_

**Builder's Name** \_\_\_\_\_

**Builder's Company** \_\_\_\_\_

**Address** \_\_\_\_\_

**Tel#** \_\_\_\_\_ **Fax#** \_\_\_\_\_

If a cooperating broker must reach you to present an offer and no one is available at the preceding telephone number, at what telephone number or pager number may you be reached?

**Phone#** \_\_\_\_\_ **Pager#** \_\_\_\_\_

The above information is true and accurate. If any of the above information changes, I agree to notify Northern Illinois Home Builders' Realty. If the Multiple Listing Service of Northern Illinois imposes a fine on NIIHBR because of inaccurate information supplied by Builder or as a result of Builder's failure to report the acceptance of a sales contract or the closing of the property within 24 hours of occurrence, Builder agrees to pay such fine.

\_\_\_\_\_  
*(Signature of Builder or representative)*

## Features Sheets for Single Family Detached Home—Construction Completed, Underway or Proposed

Please circle the appropriate features under each category of information. **Those categories that are bracketed by asterisks (\*\*\*\*) are mandatory MLS data fields and must be completed by circling the appropriate features under that category.** Those categories that are not bracketed by asterisks are optional categories of information and do not have to be filled in. However, the more information you provide about the features of your home, the easier it will be for Realtors to promote your home in a knowledgeable and professional manner.

### **\*\*\*\*AGE\*\*\*\***

A=0-5 yrs  
H=New  
K=Proposed Construction  
L=Under Construction  
N=Will Build to Suit

### **AMENITIES**

A=Club House  
B=Park/Playground  
C=Pool  
D=Tennis Courts  
E=Horse-Community Barn  
F=Horse-Riding Area  
G=Horse-Riding Trails  
H=Landing Strip  
I=Pond/Lake  
J=Dock-Community  
K=Water Rights

### **\*\*\*\*INFORMATION\*\*\*\***

C=Home Warranty  
F=School Bus Service  
G=Commuter Bus  
H=Commuter Train

### **OPTIONS FOR NEW CONSTRUCTION (AVAILABLE @ EXTRA COST)**

A=Air Purifier/Humidifier  
B=Appliance Package/Allowance  
C=Basmnt/Lower Level Exterior Exit  
D=Basmnt/Lower Level Finished  
E=Basmnt/Lower Level Stubd in Bath  
F=Central Air  
G=Central Air Ready  
H=Deck/Patio/Screened Porch  
I=Electrical Allowance  
J=Energy Efficient Package  
K=Exterior Brick/Cedar  
L=Fireplace  
M=Basement  
N=Garage  
O=Hardwood/Ceramic Floors  
P=Hot Tub/Pool  
Q=Landscaping  
R=Oak Trim/Oak Staircase  
S=Roof Cedar/Shakes/Tile  
T=Skylights  
U=Upgrade Carpet/Pad/Vinyl  
V=Upgrade Interior/Ext. Doors  
W=Vaulted/Cathedral Ceiling  
X=Vinyl Clad Windows  
Y=Whirlpool Tub  
Z=Other

**\*\*\*\*TYPE\*\*\*\***

A=1 Story  
B=1.5 Story  
C=2 Stories  
D=3 Stories  
E=4+ Stories  
F=Coach House  
G=Earth  
H=Hillside  
I=Raised Ranch  
J=Split Level  
K=Split Level/Sub  
L=Other

**\*\*\*\*LOT SIZE\*\*\*\***

A=Less than .25 acre  
B=.25 -.49 acre  
C=.50 - .99 acre  
D=1.0- 1.99 acres  
E=2.0 - 4.99 acres  
F=5.0 - 9.99 acres  
G=10+ acres

**FOUNDATION**

A=Block  
B=Brick  
C=Concrete  
D=Pillars  
E=Reinforced Caisson  
F=Stone  
G=Wood  
H=Other

**STYLE**

A=American 4-Sq.  
B=Bi-Level  
C=Brownstone  
D=Bungalow  
E=Cape Cod  
F=Colonial  
G=Contemporary  
H=Cottage  
I=English  
J=Farmhouse  
K=French Provincial  
L=Georgian  
M=Greystone  
N=Log  
O=Mediterranean/Spanish  
P=Prairie  
Q=Quad Level  
R=Queen Anne  
S=Ranch  
T=Row House  
U=Step Ranch  
V=Traditional  
W=Tri-Level  
X=Tudor  
Y=Victorian  
Z=Other

**IMPROVEMENTS-OTHER**

A=Curbs & Gutters  
B=Gated Entry  
C=Sidewalks  
D=Street Lights  
E=Streets Paved  
F=Other

**\*\*\*\*EXTERIOR\*\*\*\***

A=Aluminum/Vinyl/Steel Siding  
B=Brick  
C=Cedar  
D=Frame  
E=Block  
F=Dryvit Type  
G=Glass  
H=Log  
I=Masonite  
J=Shakes  
K=Stucco  
L=Stone  
M=Marble/Granite  
N=Concrete  
O=Asbestos Siding.  
P=Limestone  
Q=Slate  
R=Other  
S=Clad Trim

**ROOF**

A=Asphalt/Glass (Rolled)  
B=Asphalt/Glass (Shingles)  
C=Metal  
D=Rubber  
E=Slate  
F=Tar & Gravel  
G=Tile  
H=Wood Shakes/Shingles  
L=Other

**LOT DESCRIPTION**

A=Beach  
B=Chain of Lakes Frontage  
C=Channel Front  
D=Common Grounds  
E=Corner  
F=Cul-De-Sac  
G=Dimensions to Center of Road  
H=Fenced Yard  
I=Forest Preserve Adjacent  
J=Golf Course Lot  
K=Horses Allowed  
L=Irregular  
M=Lake Front  
N=Landscaped Professionally  
O=Legal Non-Conforming  
P=Paddock  
Q=Park Adjacent  
R=Pond  
S=River Front  
T=Stream  
V=Water View  
W=Wooded

**\*\*\*\*GARAGE\*\*\*\***

A=Attached  
B=Detached  
C=1 Car Garage  
D=1.5 Car Garage  
E=2 Car Garage  
F=2.5 Car Garage  
G=3 Car Garage  
H=3+ Car Garage  
M=Garage Door Opener (Auto)  
N=Transmitters  
O=Carport  
P=Heated  
Q=Leased  
R=Owned  
S=Underground  
U=None

**DRIVEWAY**

A=Asphalt  
B=Brick  
C=Concrete  
D=Dirt  
E=Gravel  
F=Circular  
G=Shared  
H=Off Alley  
I=Side Drive  
J=Heated  
K=Other

**\*\*\*\*AIR CONDITIONING\*\*\*\***

A=Central Air  
B=Partial  
C=Space Pac  
D=1 (Window/wall unit)  
E=2 (Window/wall unit)  
G=3+(Window/wall unit)  
H=Zoned  
I=None

**\*\*\*\*IMPROVEMENTS - WATER\*\*\*\***

A=Lake Michigan  
B=Public  
C=Private Company  
D=Well-Community  
E=Well-Private  
F=Well-Private Company  
G=Well-Shared  
H=Other

**\*\*\*\*IMPROVEMENTS - SEWER\*\*\*\***

A=Septic-Mechanical  
B=Septic-Private  
C=Septic-Shared  
D=Sewer-Public  
E=Sewer-Storm  
F=Holding Tank(s)  
G=Overhead Sewers  
H=Other

**ELECTRICITY**

A=Circuit Breakers  
B=Fuses  
C=200 Amp Service  
D=150 Amp Service  
E=100 Amp Service

**\*\*\*\*HEAT/FUEL\*\*\*\***

A=Gas  
B=Electric  
C=Oil  
D=Propane  
E=Solar  
F=Forced Air  
G=Hot Water/Steam  
H=Baseboard  
J=Radiant  
J=Gravity Air  
K=Heat Pump  
L=Radiators  
M=Space Heaters  
N=2+ Sep. Heating Systems  
O=Indiv. Controls  
P=Zoned  
Q=Other  
R=None

**EQUIPMENT**

A=Humidifier  
B=Water Softener--Owned  
C=Water Softener--Rented  
D=Central Vacuum  
E=TV--Cable  
F=TV--Dish  
G=TV Antenna  
H=TV Rotor  
I=Security System  
J=Intercom  
K=Fire Sprinklers  
L=CO Detectors  
M=Ceiling Fan  
N=Pan-Attic Exhaust  
O=Fan-Whole House  
P=Sump Pump  
Q=Sprinkler-Lawn  
R=Air Cleaner

**\*\*\*\*BASEMENT\* \* \* \***

A=Full  
B=Partial  
C=Walkout  
D=Finished  
E=Partially Finished  
F=Unfinished  
G=Crawl  
H=Cellar  
I=English  
J=Sub-Basement  
K=Slab  
L=Exterior Access  
M=Other  
N=None

**ATTIC**

A=Dormer  
B=Finished  
C=Full  
E=Interior Stair  
F=Pull Down Stair  
G=Unfinished

**\*\*\*\*BATH\*\*\*\***

A=MBR-Full  
B=MBR-1/2  
C=Shared Master Bath  
D=Whirlpool  
E=Separate Shower  
F=Handicap Shower  
G=Steam Shower  
H=Double Sink  
I=Bidet

**DINING ROOM**

A=Separate  
B=Combined W/Liv. Rm  
C=Combined W/Fam Rm  
D=L-Shaped

**KITCHEN**

A=Eating Area-Breakfast Bar  
B=Eating Area-Table Space  
C=Galley  
D=Island

E=Pantry-Butler  
F=Pantry-Closet  
G=Pantry-Walk-in

**FIREPLACES**

A=Location--Family Rm  
B=Location--Living Room  
C=Location—Master Bed  
D=Location--Basement  
E=Location-Qther  
F=See Through/Multi-Sided  
G=Wood-Burning  
H=Wood Burning Stove  
I=Attached Fireplace Doors/Screen  
J=Electric  
K=Gas Logs  
L=Gas Starter  
M=Heatilator Type System  
N=Includes Accessories  
O=Portable/Ventless  
P=Decorative Only  
Q=Foundation Only

**FEATURES**

A=Handicapped Accessible  
B=Handicapped Equipped  
C=Deck  
D=Patio  
E=Porch-Screened  
F=Vaulted/Cathedral Ceiling  
G=Skylights  
H=Balcony  
I=Porch  
S=Gazebo  
K=Greenhouse  
L=Storage Shed  
M=Dog Run/Invisible Fence  
N=Horse Barn/Pole Barn  
O=Tennis Courts  
P=Boat Dock/Mooring  
Q=Pool--Above Ground  
R=Pool--In Ground  
S=Pool—Indoors  
T=Hot Tub  
U=Sauna/Steam Room  
V=Bar-Dry

W=Bar-Wet  
X=Roof Deck

**APPLIANCES**

A=Oven-Double  
B=Oven-Range  
C=Microwave  
D=Dishwasher.  
E=Dishwasher-Portable  
F=Refrigerator  
G=Refrigerator—Bar  
H=Freezer  
I=Washer  
J=Dryer  
K=Disposal  
L=Compactor-- Trash  
M=Grill-Indoor  
N=Grill-Outdoor

**OTHER ROOMS**

A=1<sup>st</sup> Floor Bedroom  
B=Darkroom  
C=Den/Office/Study  
D=Enclosed Balcony  
E=Exercise Room  
F=Family Room (FAM)  
G=Gallery/ Foyer  
H=Great Room  
I=In-Law Arrangement  
J=Kitchen-second  
K=Library (LIB)  
L=Loft  
M=Maid's Room  
N=Porch-Enclosed  
O=Porch-Screened  
P=Recreation  
Q=Sitting Room  
R=Sunroom/Florida Room  
T=Utility/Laundry-1st Floor  
U=Utility/Laundry-2nd Floor  
V=Workshop

**\*\*\*\*MONTHLY ASSESSMENT  
INCLUDES\*\*\*\***

A=Heat  
B=Air Conditioning  
C=Water  
D=Electric  
E=Gas  
F=Parking  
G=Tax  
H=Common  
I=Security  
J=Security System  
K=Doorman  
L=TV/Cable  
M=Club House  
N=Exercise Facilities  
O=Pool  
P=Exterior Maintenance  
Q=Lawn Care  
R=Scavenger  
S=Snow Removal  
T=Lake Rights  
U=Other  
V=None

**\*\*\*\*POSSESSION\* \* \*\***

A=Closing  
B=Immediate  
D=Negotiable  
E=Prior to Closing  
F=Specific Date  
H=Other

**TERMS**

A=Conventional  
B=FHA  
C=VA  
D=Assumption-Conventional  
H=Contract (Articles) for Deed  
J=Builder May Help/Assist  
K=Purchase Money Mortgage  
L=Rent w/Option to Buy  
O=Cash Only  
P=Other