

(1) RENT  
RE



Multiple Listing Service of the  
OUTER BANKS ASSOCIATION OF REALTORS®  
Residential Rental Data Form MLS #: \_\_\_\_\_

\*All Fields marked with an asterisk (\*) and Bold Text are required.

<b>(Select One)</b> <b>*TYPE</b> <input type="checkbox"/> Single Family-Detached <input type="checkbox"/> Condo <input type="checkbox"/> Townhouse <input type="checkbox"/> Duplex 1-Unit <input type="checkbox"/> Co-Ownership <input type="checkbox"/> Manufactured Housing (Mobile) <input type="checkbox"/> Farm/Ranch <input type="checkbox"/> Multi-Family 2-4 units <input type="checkbox"/> Quad Ownership	<b>*Pin#:</b> _____ <b>*Area:</b> _____ <b>*Asking Price: \$</b> _____ <b>*Address:</b> _____ St. #      St. Dir      Street Name Address 2: _____ <b>*City:</b> _____      State: _____      Zip +4: _____ <b>*County:</b> _____ <b>Headline:</b> _____	<b>*Status</b> <input type="checkbox"/> Active <input type="checkbox"/> Back on Market <input type="checkbox"/> Extended <input type="checkbox"/> Under Contact <input type="checkbox"/> Under Contract (Continue to show) <input type="checkbox"/> Under Contract <input type="checkbox"/> Withdrawn <input type="checkbox"/> Sold In House <input type="checkbox"/> Sold CO-OP <input type="checkbox"/> Sold Non Member <input type="checkbox"/> Sold Non Member <input type="checkbox"/> Other
	<b>*IDX</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	

**SELECT ONE OF THE OPTIONS UNDER EACH KEYWORD or RANGE FIELD BELOW**

<b>*BEDROOMS</b> <input type="checkbox"/> None <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four <input type="checkbox"/> Five <input type="checkbox"/> Six <input type="checkbox"/> Seven <input type="checkbox"/> Eight <input type="checkbox"/> Nine+	<b>*FULL BATHS</b> <input type="checkbox"/> None <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four <input type="checkbox"/> Five <input type="checkbox"/> Six <input type="checkbox"/> Seven <input type="checkbox"/> Eight <input type="checkbox"/> Nine +	<b>*PARTIAL BATHS</b> <input type="checkbox"/> None <input type="checkbox"/> One <input type="checkbox"/> Two <input type="checkbox"/> Three <input type="checkbox"/> Four <input type="checkbox"/> Five <input type="checkbox"/> Six <input type="checkbox"/> Seven <input type="checkbox"/> Eight <input type="checkbox"/> Nine +	<b>*APPROX. SQ. FT.</b> <input type="checkbox"/> Less Than 1000 <input type="checkbox"/> 1001-1500 <input type="checkbox"/> 1501-2000 <input type="checkbox"/> 2001-2500 <input type="checkbox"/> 2501-3000 <input type="checkbox"/> 3001-4000 <input type="checkbox"/> 4001-5000 <input type="checkbox"/> 5001-6000 <input type="checkbox"/> 6001-7000 <input type="checkbox"/> 7001 +	<b>*ANNUAL RENTAL INCOME</b> <input type="checkbox"/> None <input type="checkbox"/> \$0-10000 <input type="checkbox"/> \$10001-15000 <input type="checkbox"/> \$15001-20000 <input type="checkbox"/> \$20001-30000 <input type="checkbox"/> \$30001-40000 <input type="checkbox"/> \$40001-50000 <input type="checkbox"/> \$50001-70000 <input type="checkbox"/> \$70001-90000 <input type="checkbox"/> \$90001 +
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**Waterfront Location**

<input type="checkbox"/> Oceanfront <input type="checkbox"/> Semi-Oceanfront (2 <sup>nd</sup> row) <input type="checkbox"/> 2 - lots from oceanfront (3 <sup>rd</sup> row) <input type="checkbox"/> 3 - lots from oceanfront (4 <sup>th</sup> row) <input type="checkbox"/> 4 - lots from oceanfront (5 <sup>th</sup> row) <input type="checkbox"/> More than 5 <sup>th</sup> row	<input type="checkbox"/> Soundfront <input type="checkbox"/> Semi-Soundfront	<input type="checkbox"/> Harborfront <input type="checkbox"/> Lakefront <input type="checkbox"/> Pondfront <input type="checkbox"/> Riverfront <input type="checkbox"/> Canalfront <input type="checkbox"/> Creekfront <input type="checkbox"/> None	<b>*Lot Square Footage</b> <input type="checkbox"/> _____
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<b>General Information</b>	<b>*List Agent:</b> _____      Listing Office: _____      Agent License No: _____ Co Agent: _____ Co. File #: _____ <b>*Comp BA%:</b> _____ <b>*Comp BA Fee / Bonus:</b> _____ <b>*Comp SA%:</b> _____ <b>*Comp SA Fee / Bonus:</b> _____ <b>*Potential Short Sale?:</b> Yes / No (Circle One) <b>*Bank Owned?:</b> Yes / No (Circle One) <b>*Listing Type:</b> Exclusive Right to Sell / Exclusive Agency (Circle One) <b>*Owner 1:</b> _____      Owner 2: _____ <b>*List Date:</b> ____/____/____ <b>*Expire Date:</b> ____/____/____      Rental Co.: _____ Rental Phone #: _____      Rental Cottage #: _____      Rental Cottage Name: _____ Rental Turnover Day: _____ <b>*Year Built:</b> _____      Lot Size/Dimensions: _____ Builder: _____ # of Acres: _____      Street Frontage: _____      Water Frontage: _____      Lot Faces: _____ <b>*Zoning:</b> _____ Elementary School District: _____      Middle School District: _____      High School District: _____ <b>*Subdivision:</b> _____ Full Subdivision Name: _____ Lot #: _____      Block: _____      Section: _____      Phase: _____      Tract: _____ Unit #: _____      Unit Level #: _____ <b>*Deed Book:</b> _____ <b>*Page Number:</b> _____ Directions: _____ VOW Include: _____      VOW Address: _____      VOW Comment: _____      VOW AVM: _____
	<b>*Heated Living Area Sq. Ft.:</b> _____      Unheated Living Area Sq. Ft.: _____      Garage Sq. Ft.: _____

Residential		SIZE	L		SIZE	L
	Living Room:	_____ (9)	___ (1)	Dining Room:	_____ (9)	___ (1)
	Family Room:	_____ (9)	___ (1)	Kitchen:	_____ (9)	___ (1)
	Bedroom 1:	_____ (9)	___ (1)	Sun Deck:	_____ (9)	___ (1)
	Bedroom 2:	_____ (9)	___ (1)	Screen Porch:	_____ (9)	___ (1)
	Bedroom 3:	_____ (9)	___ (1)	Covered Deck:	_____ (9)	___ (1)
	Bedroom 4:	_____ (9)	___ (1)	Utility Room:	_____ (9)	___ (1)
	Bedroom 5:	_____ (9)	___ (1)	Game Room:	_____ (9)	___ (1)
	Bedroom 6:	_____ (9)	___ (1)	Optional Room 1:	_____ (9)	___ (1)
	Bedroom 7:	_____ (9)	___ (1)	Optional Room 2:	_____ (9)	___ (1)
Bedroom 8:	_____ (9)	___ (1)	Optional Room 3:	_____ (9)	___ (1)	
				Optional Room 4:	_____ (9)	___ (1)

Multi-Family	<b>*# of Units:</b> _____					
	Size	Level	Beds	Baths	Rent/Mo	Furnishings Y/N
	Unit 1: _____	_____	_____	_____	_____	_____
	Unit 2: _____	_____	_____	_____	_____	_____
	Unit 3: _____	_____	_____	_____	_____	_____
	Unit 4: _____	_____	_____	_____	_____	_____

Financial	*Taxes : _____		*Tax Yr.: _____		*Assoc. Fee (Y/N): _____		*Annual Fee: \$ _____	
	Furnishings Avail. (Y/N): _____		Bill of Sale In \$: _____ (Y/N)		Bill of Sale Amount: \$ _____			
	Yearly Expenses Act/Est: _____		YR Electric Expense: _____		Yr Water Expense: _____			
	Yr Telephone Expense: _____		Yr Cable Expense: _____		Tax Expenses: _____		Insurance Expense: _____	
	Flood Expenses: _____		Maintenance Expense: _____		Septic Inspection: _____		Total Expenses: _____	
	Other Expenses: _____		Other Expenses 2: _____		Other Expenses 3: _____		Pool/Spa Expense: _____	
	*Yearly Income (A/E): _____		*Annual Rental Income: _____					
	Gross Income YTDS: _____		*Primary Residence: _____ (Y/N)		*Ownership: (Does not own) / (<= 6 mo) / (>6 mo)			
	Income Hist. Current Year: _____		Income Hist. Current: \$ _____		Income Hist. Last Year: _____			
	Income Hist. Last Year: \$ _____		Income Hist 3 Year: _____		Income Hist 3 Year: \$ _____			

Remarks	Remarks (4000 Characters)
	_____

Brokers Notes	Brokers Notes (4000 Characters)
	_____

*Information Deemed Reliable But Not Guaranteed.\**

(1) CLASS  
RE



Multiple Listing Service of the  
OUTER BANKS ASSOCIATION OF REALTORS®  
Residential Data Form

MLS #: \_\_\_\_\_

(50) FEATURES: Under each category given, select all numbers that apply.

**A. LOT DESCRIPTION**

- 1. Additional Land
- 2. Adj to Park Serv./Preserve
- 3. Adj. To Common Area
- 4. Beach Frontage
- 5. Bulkheaded
- 6. Common Area
- 7. Corner
- 8. Cul-de-sac
- 9. Easement(s)
- 10. Golf Course Frontage
- 11. Irregular Terrain
- 12. Level
- 13. Water Frontage
- 14. Wooded
- 15. Zero Lot Line

**B. VIEW DESCRIPTION**

- 1. Canal
- 2. Golf Course
- 3. Harbor
- 4. Lake/River
- 5. Ocean
- 6. Park Serv. /Preserve
- 7. Pond
- 8. Sound
- 9. Salt Marsh
- 10. Creek

**C. STYLE**

- 1. A-Frame
- 2. Barn
- 3. Beach Box
- 4. Bungalow
- 5. Cape Cod
- 6. Caribbean
- 7. Chalet
- 8. Colonial
- 9. Contemporary
- 10. Dome
- 11. Dutch Colonial
- 12. Georgian
- 13. Farm House
- 14. Mediterranean
- 15. Ranch
- 16. Reverse Floor Plan
- 17. Saltbox
- 18. Split Entry/Raised Ranch
- 19. Split Level
- 20. Traditional
- 21. Tudor
- 22. Victorian
- 23. Low Country
- 24. Nags Head
- 25. Craftsman
- 26. Coastal
- 27. Historic
- 28. Victorian

**D. CONSTRUCTION**

- 1. Block
- 2. Frame
- 3. Log
- 4. Masonry
- 5. Metal
- 6. Mfg/Pre-Fab
- 7. Mobile
- 8. Wood

Go to Next Column

**E. EXTERIOR**

- 1. Aluminum
- 2. Asbestos
- 3. Block
- 4. Brick
- 5. Lap Siding
- 6. Shakes
- 7. Sheet Siding
- 8. Stone
- 9. Stucco
- 10. Synth Stucco
- 11. Vinyl
- 12. Wood
- 13. Cement Fiber Board

**F. GARAGE**

- 1. Attached
- 2. Detached
- 3. 1 Car
- 4. 2 Car
- 5. 3 + Car
- 6. Carport
- 7. Garage
- 8. Under
- 9. None

**G. PARKING**

- 1. 1-25 Spaces
- 2. 26-50 Spaces
- 3. 51-100 Spaces
- 4. 100+ Spaces
- 5. Lot
- 6. Parking Garage
- 7. Paved
- 8. Reserved
- 9. Security
- 10. Street
- 11. Off Street
- 12. Under
- 13. Unit Garage
- 14. Unpaved
- 15. None

**H. DRIVEWAY**

- 1. Asphalt
- 2. Circular
- 3. Concrete
- 4. Unpaved
- 5. Gravel
- 6. Turn-Around
- 7. Turf Stone
- 8. None

**I. BASEMENT**

- 1. Concrete Floor
- 2. Crawl Space
- 3. Dirt Floors
- 4. Finished
- 5. Full
- 6. Interior Access
- 7. Partial
- 8. Partially Finished
- 9. Sump Pump
- 10. Unfinished
- 11. Walkout
- 12. None

**J. ROOF**

- 1. Asphalt/Fiber Shingle
- 2. Concrete
- 3. Metal
- 4. Rubber
- 5. Slate
- 6. Tar/Gravel
- 7. Tile
- 8. Wood Shingles

Go to Next Column

**K. FOUNDATION**

- 1. Masonry
- 2. Piling
- 3. Slab

**L. ROADS**

- 1. Paved
- 2. Private
- 3. Public
- 4. Unpaved
- 5. Gravel
- 6. Easement Access

**M. FLOOR COVERINGS**

- 1. Carpet
- 2. Ceramic Tile
- 3. Concrete
- 4. Parquet
- 5. Plywood
- 6. Slate
- 7. Tile
- 8. Vinyl
- 9. Wood
- 10. Wood Laminate
- 11. Cork
- 12. Marble
- 13. Hardwood
- 14. Engineered Wood

**N. APPLIANCES**

- 1. Compactor
- 2. Countertop Range
- 3. Disposal
- 4. Dishwasher
- 5. Dryer
- 6. Freezer
- 7. Indoor Grill
- 8. Ice Machine
- 9. Microwave
- 10. Range/Oven
- 11. Refrigerator
- 12. Refrigerator w/Ice Maker
- 13. Wall Oven
- 14. Washer
- 15. 2nd Dishwasher
- 16. 2nd Refrigerator
- 17. 2nd Ice Machine
- 18. 2nd Microwave
- 19. 2ND Range/Oven
- 20. 2nd Washer
- 21. 2ND Dryer
- 22. Stackable Washer/Dryer
- 23. None
- 24. Wine Cooler

**O. HEATING**

- 1. Baseboard
- 2. Central
- 3. Electric
- 4. Forced Air
- 5. Gas
- 6. Geo-Thermal
- 7. Heat Pump
- 8. Hot Water
- 9. Oil
- 10. Propane
- 11. Radiant
- 12. Radiator
- 13. Solar
- 14. Space Heater
- 15. Steam
- 16. Wall
- 17. Wood
- 18. Zoned
- 19. None

Go To Next Page

**P. AIR CONDITIONING**

- 1. Central
- 2. Heat Pump
- 3. Wall Units
- 4. Window Units
- 5. Zoned
- 6. None

**Q. WATER**

- 1. Municipal
- 2. Private
- 3. Well
- 4. None

**R. SEWER/SEPTIC**

- 1. Community Septic
- 2. Municipal Sewer
- 3. Private Septic
- 4. Private Sewer
- 5. Non-Conventional Septic
- 6. None

**S. CABLE**

- 1. Available
- 2. None

**T. INSULATION**

- 1. Yes
- 2. Ceiling
- 3. Floor
- 4. Wall
- 5. None

**U. INTERIOR FEATURES**

- 1. 9' Ceilings
- 2. All Window Treatments
- 3. Attic
- 4. Bay/Bow Window
- 5. Beamed Ceiling(s)
- 6. Cathedral Ceiling(s)
- 7. Cedar Closet(s)
- 8. Dryer Connection
- 9. Gas Connection
- 10. Gas Fireplace
- 11. Ice Maker Connection
- 12. Master Bath
- 13. Pantry
- 14. Rough in Bath
- 15. Skylight
- 16. Some Windows Treated
- 17. Walk in Closet
- 18. Washer Connection
- 19. Wet Bar
- 20. Wood Stove
- 21. Wood Fireplace
- 22. Electric Fireplace

**V. EXTRAS**

- 1. Attic Fan
- 2. Barn
- 3. Beach Access
- 4. Boardwalk to Beach
- 5. Cabana
- 6. Ceiling Fan(s)
- 7. Central Vacuum
- 8. Common Laundry Area
- 9. Curbs
- 10. Covered Decks
- 11. Elevator
- 12. Fenced Yard
- 13. Garage Door Opener
- 14. Gazebo
- 15. Handicap Friendly
- 16. Hot Tub
- 17. Humidifier
- 18. Intercom
- 19. Blank
- 20. Indoor Tennis
- 21. Jet Tub
- 22. Landscaped
- 23. Lawn Sprinklers
- 24. Blank

**Go to Next Column**

**V. EXTRAS (continued)**

- 25. Outdoor Tennis
- 26. Outside Lighting
- 27. Outside Shower
- 28. Patio
- 29. Screened Porch
- 30. Sauna
- 31. Security System
- 32. Smoke Detector(s)
- 33. Steam Room
- 34. Storage Shed
- 35. Storm Doors
- 36. Storm Window
- 37. Sun Deck
- 38. Water Filter
- 39. Water Softener
- 40. Whirlpool/Spa
- 41. Dumbwaiter/Lift
- 42. Tiki Bar
- 43. Heated Pool
- 44. Home Theater
- 45. Boat Lift
- 46. Boat Dock
- 47. Roof Top Deck
- 48. Wired House Generator

**W. OPTIONAL ROOMS**

- 1. Bedroom
- 2. Bathroom
- 3. Breakfast Nook
- 4. Foyer
- 5. Game Room
- 6. In-Law Apartment
- 7. Kitchen
- 8. Library/Study
- 9. Loft
- 10. Office
- 11. Pantry
- 12. Sun/Florida Room
- 13. Utility Room
- 14. Workshop
- 15. Shipswatch
- 16. Home Theater
- 17. Studio
- 18. Conference Room
- 19. Media Room

**X. LEASE TERMS**

- 1. MTM Month to Month
- 2. 1 Year
- 3. 2 Year
- 4. 3 + Years
- 5. Units Vary
- 6. Weekly

**Y. ASSOCIATION AMENITIES**

- 1. Boat Ramp
- 2. Boat Dock
- 3. Club House
- 4. Gated Community
- 5. Golf Course
- 6. Heath Club
- 7. Indoor Comm. Pool
- 8. Indoor-Off Site Pool
- 9. Indoor-Comm. Tennis
- 10. Ocean Access
- 11. Outdoor Comm. Pool
- 12. Outdoor-Off Site Pool
- 13. Outdoor Comm. Tennis
- 14. Outdoor-Off Site Tennis
- 15. Park
- 16. Playground
- 17. Racquetball
- 18. Sound Access
- 19. Board Walk
- 20. Age Restricted

**Go to Next Column**

**Z. ASSOC. FEE INCLUDES**

- 1. Building Maintenance
- 2. Cable
- 3. Common Electric
- 4. Common Insurance
- 5. Flood Insurance
- 6. Grounds Maint.
- 7. Management
- 8. Pool
- 9. Road Maintenance
- 10. Security
- 11. Sewer/Septic
- 12. Taxes
- 13. Tennis Courts
- 14. Water
- 15. Walkways
- 16. Other-See Remarks
- 17. None

**ZA. DOCUMENTS ON FILE**

- 1. Appraisal
- 2. Aerial Survey
- 3. As-Built Survey
- 4. Deed
- 5. Env. Impact. Study
- 6. Flood Policy
- 7. House Plans
- 8. Land Survey
- 9. Lead Based Pt. Dis.
- 10. Perc Test
- 11. Recorded Plat
- 12. Res. Prop. Dis.
- 13. Soil Survey
- 14. Sub. Approval
- 15. Title Policy
- 16. Topo Survey s
- 17. Septic Permit
- 18. Restrictive Covenant
- 19. Condo Document
- 20. Water Tap Paid
- 21. Site Evaluation Budget
- 22. HOA Budget
- 23. Elevation Certificate
- 24. Rental History
- 25. Expense History
- 26. Elevator Inspection Report

**ZB. FINANCING OPTIONS**

- 1. Assumption/Qualify
- 2. Assumption /Non Qual.
- 3. Balloon
- 4. Contract For Deed
- 5. Cash
- 6. Conventional
- 7. FHA
- 8. FmHA
- 9. Lease Back
- 10. Lease Purchase
- 11. Owner Finance 1st
- 12. Owner Finance 2nd
- 13. Trade/Exchange
- 14. VA
- 15. Non-Conforming /Jumbo
- 16. Other See Remarks

**ZC. POSSESSION**

- 1. 1-30 Days
- 2. At Closing
- 3. Negotiable
- 4. Sub. Owner Find House
- 5. Subject to Tenancy
- 6. See Remarks

**Go To Next Page**

**ZD. \*SHOWING INSTR.**

- 1. Appointment Rqd
- 2. Call Agent
- 3. Combo-Lock Box
- 4. EL LB-No CBS
- 5. EL LB-CBS
- 6. Key
- 7. Listing Agent Must Acc.
- 8. Owner Occupied
- 9. LT Tenant Occupied
- 10. Vacant
- 11. Video Available
- 12. CD Available
- 13. Virtual Tour Available
- 14. No Call Required
- 15. 24 Hour Notice to Show
- 16. Pet Beware
- 17. See Broker's Notes
- 18. Call Listing Office

**ZE. LISTING RESTRICTIONS**

- 1. Named Prospects Exempt
- 2. Variable Rate Comp
- 3. Limited Service
- 4. 1031 Tax Deferred Exch.
- 5. See Brokers Notes

**ZF. COUNTER TOPS**

- 1. Granite
- 2. Marble
- 3. Wood
- 4. Solid Wood Butcher Block
- 5. Laminate
- 6. Corian
- 7. Silestone
- 8. Solid Surface
- 9. Concrete
- 10. Stainless Steel
- 11. Other

**ZG. POOL**

- 1. Indoor
- 2. Outdoor
- 3. In Ground
- 4. Above Ground
- 5. Gungite
- 6. Fiberglass
- 7. Vinyl
- 8. Concrete
- 9. Custom

**ZH. Flood Zone**

- 1. AE
- 2. VE
- 3. X
- 4. Unknown
- 5. Cobra

**ZZ. REALTOR.com**

- Do Not Transmit

**End**

**Go to Next Column**