



Single Family (SF)
MLS Data Input Form
(Form B)

MLS # _____

All fields marked with an asterisk () and Bold Text are required. A signed copy of this form must be provided to the Park City MLS upon request of the Park City Board of REALTORS®. 1 Disability features may not meet ADA requirements. 2 Apartment may not meet local zoning requirements. Buyer verification required.

Special Data Input Instructions (not entered into the MLS system)

*Type (1 Max) [X] Single Family [] Farm w/ Dwelling (use Farm Form)
Special Seller Circumstances (2 Max) [] Corporate Owned [] In Bankruptcy [] In Foreclosure [] Relocation
[] Requires 3rd Party Approval [] Other/See Confidential Remarks

*Area: (1 Max) # _____ - _____ *Note: "Major-Area" auto-populates from Area.
Code Description
*Address: _____
*St. # *St. Dir. *Street Name Type
Building / Unit #: _____ Lot #: _____
*Address City: (1 Max) _____
*Address State: (1 Max) _____ *Address Zip+4: (12 Max) _____
*County: (1 Max) [] Summit [] Wasatch [] Morgan [] Weber [] Utah [] Salt Lake [] Other
*Subdivision: (1 Max) _____
*School District: (1) [] Park City [] North Summit [] South Summit [] Wasatch [] Weber [] Other

*Short Sale [] Yes [] No
*Bank / Lender Owned [] Yes [] No
*Deed restricted as Affordable Housing [] Yes [] No

*Does the property lie within the PC Soil Ordinance property boundary? [] Yes / [] No
*If the property does lie within the Soil Ordinance boundary, does it have a Certificate of Compliance? [] Yes / [] No

*Date Listing Effective: ____/____/____ *Date Expire: ____/____/____ *List Price: (9 Char.) \$ _____
*Listing Agent ID: (15 Char.) _____ *Listing Agent Name: (50 Char.) _____
*Listing Office ID: (12 Char.) _____ *Listing Office Name: (50 Char.) _____
Listing Co-Agent ID: (15 Char.) _____ Listing Co-Agent Name: (50 Char.) _____
Listing Co-Office ID: (12 Char.) _____ Listing Co-Office Name: (50 Char.) _____
Text Message Friendly Agent [] Yes [] No
Owner Name: (55 Char.) _____
* Owner: List or Co-List Agent [] Yes / [] No (Do either the Listing or Co-Listing Agent have an ownership interest in the property?)

The undersigned hereby warrants the information contained herein (pages 1-8) to be correct and acknowledges receipt of this document (Form B) and the listing contract and agency disclosure (Form A)

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*Listing Type: (1 Max) [] Exclusive Agency [] Exclusive Agency-Limited Service Listing [] Exclusive Right to Sell [] Exclusive Right to Sell-Limited Service
*Buyer Agency Commission (\$ amt or %): _____
*Bonus Selling Office [] Yes / [] No If "Yes", Bonus Amount: _____
*Exempted Prospects [] Yes / [] No
Exempted Prospects: (100 Char.) _____
*Tax ID: (75 Char.) _____
*Apx Taxes \$: _____ *Tax Year: _____
*Construction New: Yes [] No []
Construction Status: (1 Max) [] Proposed [] Complete [] Under Construction
*Apx Year Built: _____
Apx Year Remodeled: _____
Apx Date Proposed Completion: ____/____/____
Apx Average Monthly Utility Cost (Gas & Electric): _____
Access: (1 Max) [] Seasonal [] Year Round
Nightly Rental [] Yes / [] No Potential Apartment [] Yes / [] No
*Parking Spaces Covered: _____
*HOA Dues [] Yes / [] No *HOA Dues \$: _____ *HOA Dues Frequency: (1 Max) [] Annually [] Monthly [] Quarterly [] Semi-Annually
*HOA Contact: (25 Char.) _____ *HOA Contact Phone: _____
HOA Website: (50 Char.) _____
Mgmt/Rental Co.: (25 Char.) _____ Mgmt/Rental Phone: _____
*Currently Occupied: (1 Max) [] Call Listing Agent [] Management [] Occasional Use [] Owner [] Tenant [] Vacant [] Other
Occupant: (30 Char.) _____
Occupant Home Phone: _____ Occupant Work Phone: _____

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***Size of House:** ***Apx Sq Ft Finished:** _____ Apx Sq Ft Unfinished: _____ ***Apx Sq Ft Total:** _____

***Source of House Measurements used :** (1 Max) County Records Appraiser Building Plans
 Other (explain in Remarks)

Apx Lot Size (Sq Ft): _____ ***Apx Acres:** _____ Apx Lot Dimensions: _____

***Source of Lot Measurements used :** (1 Max) County Records Appraiser Survey Plat
 Other (explain in Remarks)

Level	*BdRm	*BthFull	*Bth3/4	*Bth1/2	*Kit	Great Room	Family Room	Dining Room	Loft	Study Ofc/Den	Laundry	Fireplace	Media Room
UP3+	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
UP2	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
UP1	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
MAIN	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
DN1	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
DN2	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
DN3-	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
Totals:	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____	* _____

Level	SgFt Finished	SgFt Unfinished
UP3+	_____	_____
UP2	_____	_____
UP1	_____	_____
MAIN	_____	_____
DN1	_____	_____
DN2	_____	_____
DN3-	_____	_____
Totals:	* _____	* _____

***Virtual Tour** **Yes** / **No**

Virtual Tour-Website **with** Contact Information: (255 Char.) HTTP:// _____

Virtual Tour-Website **without** Contact Information: (255 Char.) HTTP:// _____

Property Specific Microsite URL: **Yes** / **No** (255 Char.) HTTP:// _____

Subdivision / Project Website: (255 Char.) HTTP:// _____

Ownership of Copyright & Intellectual Property

Seller agrees and acknowledges that the listing, together with all copyrighted works and other intellectual property of Seller, if any ("Listing Content"): (i) may be included in the PCBR-MLS database; (ii) may be included in any license to a third party; (iii) may be publicly displayed and that there is no information included in the Listing Content that Seller agrees may not be publicly displayed; (iv) may be advertised; and (v) may have any other lawful use as determined by the PCBR-MLS. Seller expressly waives any claims against the Park City Board of REALTORS® based on the inclusion of any Listing Content in the PCBR-MLS database, and any use of the Listing Content by the PCBR-MLS as provided in any agreement between the Broker and the PCBR-MLS, the applicable rules and regulations governing the PCBR-MLS and the Broker, and any license agreement

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SECTION I: Advertising the Property on the Internet

Option to Advertise on the Internet. Properties listed on the Park City Board of REALTORS® Multiple Listing Service (the "PCBR-MLS") have the option of allowing (or not allowing) Internet Advertising. What follows is a very brief explanation regarding: (1) Virtual Office Websites (VOW's"); (2) Internet Data Exchange ("IDX") Websites; and (3) the Seller's choice to "opt-out" by NOT advertising the listed property *anywhere* on the Internet.

A Virtual Office Website. A VOW is a website owned and operated by a REALTOR® ("Broker" or "Agent") who subscribes to the PCBR-MLS and who provides real estate brokerage services to consumers over the Internet. Once the Agent establishes a legal brokerage-consumer relationship with a client, the Agent can conduct all Agent/Client work – including authorizing the client to search the PCBR-MLS Listing Information – through the internet rather than in person. This business model, and the corresponding website, is known as a "Virtual Office Website" or VOW.

An IDX Website. An IDX website is also a website owned and operated by a REALTOR® ("Broker" or "Agent") that subscribes to the PCBR-MLS. An IDX website is a public website that, by agreement, allows the various Brokers and Agents that subscribe to the PCBR-MLS to display each other's Active listings on their websites. In other words, by accessing the IDX website of a specific Broker or Agent, a consumer can gain access, not only to the active listings of that Broker or Agent, but to all of the active listings of all of the other Brokers and Agents that subscribe to the PCBR-MLS.

Option to NOT Advertise on the Internet. You have the option to **Allow** or **Not Allow** Internet advertising. You do NOT have the option of allowing some and disallowing other internet advertising (except as outlined in Section II below) including VOW and IDX websites. Choosing Not to allow internet advertising would mean that you are choosing NOT to advertise your listed property *anywhere* on the Internet, including even your own personal websites and that you are directing your Broker, Agent, and the PCBR-MLS to NOT advertise the listed property **anywhere** on the Internet (including REALTOR.COM).

- I have advised my Broker or Agent that I DO / DO NOT (Check One) want my listed property displayed and/or advertised by the Broker, the Agent, or the PCBR-MLS on the Internet.

SECTION II: Internet Advertising Options

(Skip This Section If You Chose (in Section I) NOT To Allow Your Property To Be Advertised On The Internet)

- Address on the internet** – Seller may choose whether to allow the PCBR-MLS to make the address of the listing available to be displayed on authorized VOW & IDX websites.
 - **Allow the property address to appear on the internet?** Yes / No
- Participation in IDX** – An **IDX (Internet Data Exchange) website (explained in Section I)**. The IDX feed is available to ALL active subscribers to the PCBR-MLS for use in each of their respective, properly licensed and controlled, IDX websites.
 - **Include the property in the IDX feed available to ALL PCBR-MLS subscribers?** Yes / No
- REALTOR.com** – All properties on the PCBR-MLS are normally sent to, and displayed upon, REALTOR.com
 - **Display the property on REALTOR.com?** Yes / No
- Park Record Syndication** – All properties on the PCBR-MLS are normally sent to, and displayed upon, the Park Record's website, www.ParkCityPropertyLink.com unless the Broker or Seller Opts-Out.
 - **Display the property on the Park Record's Website (ParkCityPropertyLink.com)?** Yes / No
- Automated Comments** – An IDX site or VOW may have a feature that allows the posting of third party comments or reviews about listings on, or from, their website.
 - **Allow Comments & Reviews of the property to appear on IDX & VOW websites?** Yes / No
- Automated Valuations** – An IDX site or VOW may have a feature that allows the display of an automated estimate of the market value of the listing on, or from, their website.
 - **Allow Automated Estimates of the property's value to appear on IDX & VOW websites?** Yes / No

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1. TERMS OFFERED (6 Max)

- Assumable
- Cash
- Conventional
- Exchange/Trade
- Government Loan
- Lease Option
- Lease Purchase
- Owner Finance

2. *ACCESS TYPE (6 Max)

- Easement
- Gated
- Gravel / Dirt
- Paved
- Private
- Public
- Other/See Remarks

3. *PROPERTY DESCRIPTION (9 Max)

- Additional Land Available
- Adjacent Common Area Land
- Adjacent Public Land
- Cul-de-sac
- Gradual Slope
- Horse Property
- Level
- On Bus Route
- PUD – Planned Unit Development
- Secluded
- South Facing
- Steep
- Treed
- Other/See Remarks

4. VIEWS (7 Max)

- Golf Course
- Lake/Pond
- Meadow
- Mountain
- River/Stream
- Ski Area
- Valley
- Treed

5. Environmental Features: (3 Max)

- Build Green Utah Certified
- Dual Flush Toilet(s)
- EGS Energy Star Home Certification
- Energy Star Appliances
- HERS Index Certified (See Remarks)
- LEED Home Certification
- NAHB Green Certification
- Solar Features

6. *STYLE (5 Max)

- A Frame/Chalet
- Cabin
- Contemporary
- Cottage
- Historical
- Log
- Manufactured
- Mobile Home
- Modular
- Mountain Contemporary
- Multi-Story
- One Story
- Ranch/Rambler
- Renovated/Restored
- Split Entry
- Split Level
- Traditional
- Twin Home
- Victorian
- Other/See Remarks

7. *EXTERIOR (4 Max)

- Brick
- Cement Board
- Log
- Rock/Stone
- Shingle
- Siding
- Stucco
- Vinyl
- Wood
- Other/See Remarks

8. *CONSTRUCTION (4 Max)

- Brick
- Concrete
- Frame
- Log
- Post & Beam
- SIPs Panels
- Timber – frame
- Other/See Remarks

9. *FOUNDATION (4 Max)

- Cinderblock
- Concrete
- Concrete Slab
- Crawl Space
- Partial
- Pier & Beam
- Rock
- Wood
- Other/See Remarks

10. *ROOF (4 Max)

- Asphalt
- Composition
- Flat
- Metal
- Shingle
- Slate
- Wood Shake
- Other/See Remarks

11. *UTILITIES (7 Max)

- Cable TV Available
- Electricity
- Generator
- Internet – High Speed
- Natural Gas
- Propane
- Telephone
- Other/See Remarks

12. *WATER/SEWAGE (6 Max)

- Culinary – City
- Culinary – County
- Culinary – Private
- Culinary – Well
- Irrigation
- Septic
- Sewer
- Sewer Pump
- Sump Pump
- Well Permit
- Other/See Remarks

13. *HEATING/COOLING (9 Max)

- Air Conditioning
- AC – Central
- AC – Evaporative
- Baseboard
- Boiler
- Ceiling
- Electric
- Fireplace
- Forced Air
- Furnace – Energy Star Rated
- Geothermal System
- Heat Pump
- Natural Gas
- Propane
- Radiant Heat – Floor
- Radiant Heat – Other
- Solar Heating
- Zoned
- Other/See Remarks

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14. EQUIPMENT (16 Max)

- Air Purifier
- Audio System
- Central Vacuum
- Computer Network – Prewired
- Fire Suppression System
- Garage Door Opener
- Humidifier
- Intercom
- Media System – Prewired
- Satellite Components
- Satellite Dish
- Security System – Installed
- Security System – Prewired
- Smoke Alarm
- Thermostat - Programmable
- TV Antenna
- Water Heater
- Water Heater / Tankless
- Water Purifier
- Water Softener – Owned
- Water Softener – Rented

15. *APPLIANCES (12 Max)

- Dishwasher
- Disposal
- Dryer
- Freezer
- Indoor Grill
- Microwave
- Oven
- Oven – Double
- Range – Electric
- Range – Gas
- Refrigerator
- Trash Compactor
- Washer
- Other/See Remarks

16. INTERIOR FEATURES (20 Max)

- Ceiling Fan
- Ceiling(s) – 9 Ft. Plus
- Ceiling(s) – Vaulted
- Dryer Hookup
- Dumb Waiter
- Elevator
- Flooring – Stone/Marble/Brick
- Flooring – Tile
- Flooring – Wood
- Furnished – Fully
- Furnished – Partially
- Jetted Bath Tub(s)
- Lower Level Walkout
- Main Level Master Bedroom
- Pantry
- Pool – Indoor
- Sauna
- Ski Storage
- Skylight(s)
- Solar Light Tube(s)
- Spa/Hot Tub
- Steam Room/Shower
- Storage – Interior
- Washer
- Wet Bar

17. EXTERIOR FEATURES (15 Max)

- Balcony
- Deck(s)
- Drip Irrigation
- Fenced – Fully
- Fenced – Partially
- Gas BBQ
- Gas BBQ Stubbed
- Heated Driveway
- Heated Walkway
- Landscaped – Fully
- Landscaped – Partially
- Lawn Sprinkler – Full
- Lawn Sprinkler – Partial
- Patio(s)
- Pool – Outdoor
- Spa/Hot Tub
- Storage – Outdoor
- Tennis Courts

18. DISABILITY FEATURES (7 Max)

- ADA Accessible
- Bath
- Doors
- Kitchen
- Light Switches
- Stair Lift
- Wheel Chair Access
- Wheel Chair Ramp(s)

19. FIREPLACES (4 Max)

- Fireplace – Insert
- Fireplace – Gas
- Fireplace – Gas Starter
- Fireplace – Wood Burning
- Potbelly/Wood Stove
- Pellet Stove

20. DINING AREA (6 Max)

- Breakfast Bar
- Breakfast Nook
- Eat-in Kitchen
- Formal Dining
- Informal Dining
- Semi-Formal Dining

21. OTHER ROOMS (15 Max)

- Attic
- Basement
- Fitness Room
- Greenhouse
- Home Theater
- Loft(s)
- Ski Prep Room
- Solarium/Sun Room
- Storage
- Study/Office/Den
- Utility Room
- Wine Cellar
- Workshop

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22. *GARAGE TYPE (8 Max)

- One Car
- Two Car
- Three Car
- Four Car or More
- Floor Drain
- Heated
- Oversized Garage
- Rec Vehicle Garage
- Hose Bibs
- Sink
- None

23. OTHER PARK TYPE (5 Max)

- One Car
- Two Car
- Three Car
- Four Car or More
- Carport
- Guest Parking
- Off Street
- Rec Vehicle
- None

24. OTHER STRUCTURES (6 Max)

- Barn
- Corral(s)
- Employees Quarters
- Guest Home
- Horse Facilities
- Indoor Arena
- Storage Shed

25. COMMON AREA AMEN (16 Max)

- Clubhouse
- Elevator
- Fire Sprinklers
- Fitness Room
- Hot Tub
- Night Rental Allowed
- Onsite Management
- Pets Allowed
- Pets Allowed w/ Restrictions
- Pets Not Allowed
- Pool
- Recreation Vehicle/Boat Storage
- Sauna
- Security
- Shuttle Service
- Steam Room
- Tennis Courts

26. RECREATION ACCESS (8 Max)

- Hike/Bike Trail – Adjoining Property
- Hike/Bike Trail – Adjoining Project
- Golf Course
- Horse Trail
- Lake Front
- Creek/River Front
- Ski Easement – Access
- Ski to Door
- Ski Out of Door
- Ski Into Project
- Ski Out of Project

**27. ASSOCIATION FEES
INCLUDE (15 Max)**

- Amenities
- Cable/Satellite
- Com Area Insurance
- Com Area Landscaping
- Com Area Maintenance
- Com Area Taxes
- Firewood
- Internet – High Speed
- Management Fees
- Reserve/Contingency Fund
- Security
- Shuttle Service
- Snow Removal
- Telephone – Basic
- Sewer / Water

28. *ASSESSMENTS (4 Max)

- Yes
- Buyer Pays
- Seller Pays
- Split 50/50
- Transfer Fee – Seller Pays
- Transfer Fee – Buyer Pays
- Other/See Remarks
- None

29. *SHOWING INST (9 Max)

- Alarm
- Appointment Necessary
- Call List Agent
- Call Management
- Call Owner
- Call Tenant
- Gated
- Hidden Key
- Key Box – PCBR
- Key Box – Contractor
- Key Box – WFR Boards
- Key in Listing Office
- Leave Message/Show
- Listing Agent Must be Present
- Pets Present
- Special Key Box Code Required
- Under Construction
- 24 Hour Notice Appreciated
- 24 Hour Notice Required
- Other/See Confidential Remarks

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Remarks – Public Headline (100 Characters)

* Websites are Not Allowed in the Public Headline Field

Approximate characters / report: 1-Up, Full Client, & Full REALTOR® = 100 characters; 3-Up REALTOR® = 100; 3-Up Client=100.

Two horizontal lines for text input.

Remarks – Public (750 Characters)

* Websites are Not Allowed in the Public Remarks Field

Approximate characters / report: REALTOR® Full = 750; REALTOR® 1-Up = xxx; Client 1-Up = xxx; REALTOR® 3-Up = XXX; Client 3-Up = xxx;

Multiple horizontal lines for text input.

Remarks – Confidential (350 Characters)

Approximate characters / report: 1-Up & Full (Client & REALTOR®) Reports show 750 characters; 3-Up REALTOR® = XXX; 3-Up Client=xxx;

Multiple horizontal lines for text input.

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