

	Return by Fax to (847) 986-3520	
	Realtor®	Seller
Name	4 Sale Realty, Inc.	
Address	1335 Locust Court	
City,State,Zip	Grayslake, IL 60030	
Phone	(847) 298-4663	
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MLS Input Sheet. Please fill in all that apply to your property. This form is for:
(Circle One)

Condo Townhome Co-op Vacant Land Single Family Home

Address		Master Bedroom Bath	Yes or No?
(Continued)		Basement	Yes or No?
City		Basement Bathroom?	Yes or No?
Zip Code		Parking (garage, off street, or none)	
Unit Number		# of Cars for Parking	
Total # of Units in Building		Real estate taxes on last full year	\$
Subdivision or Complex Name		Property Tax Index Number	#
Directions		# Days for Board Approval	
(Continued)		Unit Floor Level	
County		Approximate Square Footage.	
Township		Are pets allowed?	Yes or No?
Waterfront	Yes or No?	Special Assessments?	Yes or No?
Ownership		Monthly Assessment	\$
Within the City Limits or Unincorporated?		Grade School District # and name	
Year built? Before 1978?		Junior High District # and name.	
Lot Dimensions (starting from street and continuing clockwise to starting point)		High School District # and name.	
Total # of Rooms		Showing contact name	
Total # of Bedrooms		Showing contact phone number	
Total Full Baths (with shower or tub)		Does owner have a real estate license?	
Total Half Baths		Model Name	

For the following, please enter: (Note: This section is required by the MLS before I can put the listing on the MLS)

1. **Size:** 12X14. This is the dimension of the room measured from wall to wall. **Round off to the nearest whole foot.** Partial increments can not be used.
2. **Level:** B(ase)ment, W(alkout Basement), L(ower), 1(Main Level), 2 (2nd Level), 3 (3rd Level), 4 (4th Level), A(ttic), N(ot Applicable)
3. **Flooring:** C(arpet), H(ardwood), P(ergo), T(ile), V(inyl), O(ther)
4. Do **window treatments** (drapes, etc) stay in the room?

Do not include bathrooms, unfinished spaces, unheated spaces, or closets.

Room	Size	Level	Flooring	Blinds (y/n)
Living Room				
Dining Room				
Kitchen				
Family Room				
Master Bedroom				
2nd Bedroom				
3rd Bedroom				
4th Bedroom				
Other room (specify)				
Other room (specify)				
Other room (specify)				

Circle all that apply to your property

Age	Basement	Garage	Improvements (Water)	Type	Style-Detached
a. 0-5 Years	a. Full	a. Attached	a. Lake Michigan	a. 1 Story	a. American 4
b. 6-10 Years	b. Partial	b. Detached	b. Public	b. 1 1/2 Story	Square
c. 11-25 Years	c. Walkout	c. 1 Car Garage	d. Well-Community	c. 2 Stories	b. Bi-level
d. 26-50 Years	d. Finished	d. 1 1/2 Car Garage	e. Well-Private	d. 3 Stories	c. Brownstone
e. 51-100 Years	e. Partially	e. 2 Car Garage	g. Well-Shared	e. 4+ Stories	d. Bungalow
f. 100+ Years	f. Finished	f. 2 1/2 Car Garage	h. Other	f. Coach	e. Cape Cod
h. New	f. Unfinished	g. 3 Car Garage		House	f. Colonial
i. Recent Rehab	g. Crawl	h. 3+ Car Garage	Improvements (Sewer)	g. Earth	g. Contemporary
k. Proposed	h. Cellar	m. Garage Door Opener(s)	a. Septic-Mechanical	h. Hillside	h. Cottage
Construction.	i. English	(auto)	b. Septic-Private	i. Raised	i. English
l. Under	j. Sub-	n. Transmitter(s)	c. Septic-Shared	Ranch	j. Farmhouse
Construction	Basement	o. Carport	d. Sewer-Public	j. Split Level	l. Georgian
m. Unknown	k. Slab	p. Heated	f. Holding Tank(s)	k. Split Level	m. Greystone
n. Will Build to Suit	l. Exterior	q. Leased	g. Overhead Sewers	w/Sub Base	n. Log
o. Needs Work	Access	r. Deeded, sold separately.		l. Other	o. Mediterranean
	m. Other	s. Underground		removal	/Spanish
	n. None	u. None		t. Lake Rights	p. Prairie
				u. Other	q. Quad Level
				v. None	r. Queen Anne
					s. Ranch
					t. Row House
					u. Step Ranch
					v. Traditional
					w. Tri-Level
					x. Tudor
					y. Victorian
					z. 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	Baths a. Master Bath – Full b. Master Bath - ½ c. Shared Master Bath d. Whirlpool e. Separate Shower f. Handicap Shower g. Steam Shower h. Double Sink i. Bidet	Parking a. 1 Assigned Space b. 2 Assigned Spaces c. Unassigned d. Off Alley e. Off Street f. Side Apron g. Underground/Covered i. Deeded, sold separately j. Zoned permit k. Visitor Parking l. Valet m. None/Not Applicable Heat/Fuel a. Gas b. Electric c. Oil d. Propane e. Solar f. Forced Air g. Hot Water/Steam h. Baseboard i. Radiant j. Gravity Air k. Heat Pump l. Radiators m. Space heater(s) n. 2+ Sep. heating Systems o. Individual controls p. Zoned q. Other r. None	Lot Size a. Less than .25 Acre b. .25 to .49 Acre c. .49 to .99 Acre d. 1 to 1.99 Acres e. 2 to 4.99 Acres f. 5 to 9.99 Acres g. 10+ Acres k. Oversized Chicago Lot l. Standard Chicago Lot 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	Monthly Assessments Includes... a. Heat b. Air Conditioning c. Water d. Electric e. Gas f. Parking g. Tax h. Common Insurance 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	Style-Attached a. 1/2 Duplex c. Condominium d. Co-operative f. Courtyard h. Garden Apartment j. High Rise k. Loft l. Low Rise m. Manor/Coach/Villa Home n. Mid Rise o. Quad r. Studio s. Timeshared t. Town home Pet Information a. Additional Pet Rent b. Cats OK c. Deposit Required d. Dogs OK e. Neutered and/or Declawed only f. No Pets g. Pet Count Limit h. Pet Weight Limit
Appliances that Stay 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					
Swimming Pool?					
Lawn Sprinkler?					
Fenced Yard?					

Other remarks about your property (why did you buy it?) What is special about the unit? What is new or replaced?

Fireplace? _____ Wood-Burning? Gas Start? Gas Logs? _____ .Fireplace Location? _____

Please provide either a nice poetic paragraph to describe your home or make a bulleted list of features so I can best represent your property in the MLS. I am limited to 420 character spaces. Each letter, space, and punctuation counts towards that 420 number. If you prefer, you are welcome to email the description along with up to 25 pictures (one must be of the front). The pictures need to be in JPG format. Don't worry about the size, I can resize them to 640x480 pixels if necessary.