

HGMLS- SINGLE FAMILY - Residential Input Form – Required Fields in Yellow.

Agent Tab

Listing Agent Information

[Find an Agent](#)
 Listing Agent ID [Refresh](#)

Name: Office Name:
 Email: Office ID:
 Direct Phone: Office Phone:

Co-Listing Agent Information

[Find a Co-Listing Agent](#)
 Co-Listing Agent ID [Refresh](#)

Name: Office Name:
 Email: Office ID:
 Direct Phone: Office Phone:

Showing and Compensation Information

Access

- Broker
- Combo Lockbox
- Courtesy Key Avail
- Key At Listing Broker
- Occupant
- Senti Lock Box
- Supra Lock Box
- Use the Showing Assist icon for appointments

Appointment Phone
Appointment Phone 2
Showing Instructions

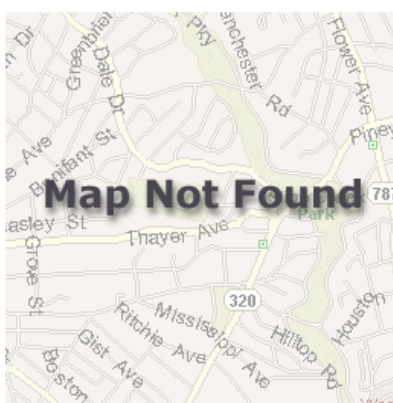
Seller/Sub Agent Comp **Buyer Agent Comp**
Broker Agent Comp **Negotiate Through**
Agreement Type **Office Ext for Agent**

Internet Information

Publish to Internet Yes No
Show Address Yes No
Publish to Realtor.com Yes No
Publish to LoHud.com Yes No
Show AVM on VOW No Yes
Show Comments VOW No Yes

General Tab

Address



Latitude Longitude

[Update Map](#)
[Get Lat/Long from address](#) [Set Lat/Long](#)
[Choose Google Street View](#)

County **Tax ID**
City/Town **Owner Name**
Village **Post Office** **Hamlet**
Street # **Street Dir** **Street Name** **Street Suffix**
Street # Mod **Unit #** **Zip Code** **Zip Code+4** **State** NY
Builders Lot #

To set the latitude and longitude, click "Set Lat/Long". On the map click where the property is located, adjust the blue pin, then click Done.

Listing Information

List Price **REO/Bank Owned**
List Date **Expiration Date**

Property Info

Property Subtype: Is the Primary residence ATTACHED or DETACHED to another residence?

Year Built **Year Built Description** **Year Renovated**
Subdivision/Development **Model**
Street Type **Water Access** **Adult 55 Community** **Lease Available**
HERS Index Score **PUD** **Lot Size** **Is Lot Size in SQFT or Acres?**

General Tab Continued

Lot Description

- Corner Lot
- Easement
- Historic District
- Level
- Partly Wooded
- Possible Sub Division
- Restrictions
- Sloping
- Stone/Brick Wall
- Wooded

Style

- Arts&Crafts
- Bilevel
- Bungalow
- Capecod
- Carriage House
- Chalet
- Colonial
- Contemporary
- Converted Barn
- Cottage
- Estate
- Farm House
- Foursquare
- Log
- Mediterranean
- Mini Estate
- Mobile Home With Property
- Other/See Remarks
- Raised Ranch
- Ranch
- Salt Box
- Seasonal
- Splanch
- Split Level
- Town House
- Trilevel
- Tudor
- Two Story
- Victorian

Construction

- Advanced Framing Technique
- Batt Insulation
- Block
- Blown-In Insulation
- Brick
- Cellulose Insulation
- Energy Star
- Fiberglass Insulation
- Frame
- Insulated Concrete Forms
- LEED-Gold
- LEED-Platinum
- LEED-Silver
- Log
- Modular
- NAHB Green-Bronze
- NAHB Green-Gold
- NAHB Green-Silver
- Other/See Remarks
- Other/See Remarks
- Post and Beam
- Recycled/Renewable materials/Resources used
- Stone
- Structurally Insulated Panels

Siding Description

- Aluminum
- Asbestos
- Block
- Brick
- Cedar
- Cedar Shake
- Clap Board
- Concrete Fiber Board
- Hardiplank
- Log
- Masonry
- Other/See Remarks
- Shingle
- Stone
- Stucco
- T111
- Vinyl
- Wood

School Info

School District

Jr. High

High School

Elementary School

Please select an Elementary school by clicking on an entry in the list of available elementary schools, even when only one option is available in the list.

Multiple schools can be selected by holding the Ctrl key.

Financial Information

Possible Financing

- 1031 Exchange
- Assumable
- Cash Only
- Contract Sale
- None
- Owner Will Take Back 1st
- Owner Will Take Back 2nd
- Private Financing
- Other/See Remarks

Monthly HOA

Additional Fee

Addition Fee Desc

Addition Fee Amount

Addition Fee Freq

HOA Fee Includes

- Common Area Costs
- Exterior Maintenance
- Other/See Remarks
- Snow Removal
- Trash Collection
- Water/Sewer

Tax Assessment

Estimated Tax

Tax Year

Tax Source

Tax Includes

- Sewer
- Trash
- Water

Modifications/Exclusions

- M1 Buyer Exclusions
- M2 Agent Exclusions
- M3 IAW Compensation If and When
- M4 Commission Modification
- M6 Disclosure of Ownership Interest
- M7 Insufficiency of Funds
- M7A Litigation Policy
- M7B Litigation Policy
- M8 Short Sale Notification
- None

Features Tab

Features

Amenities

- 1st Fl Master Bedroom
- 1st Floor Bedrm
- Above Ground Pool
- ADA Access
- ADA Inside
- Additional Land
- Balcony
- Beach
- Cathedral/Vaulted/High Ceiling
- Close to Bus
- Close to Park
- Close to Railroad
- Close to School
- Close to Shops
- Clubhouse
- Cul-De-Sac
- Deck
- Dock/Mooring
- Eat in Kitchen
- Elevator
- Energy Star Doors
- Energy Star Skylight(s)
- Energy Star Windows
- Exercise Room
- Fenced
- Fenced Yard
- Formal Dining Room
- Foyer
- Gated Community
- Golf Course
- Granite Countertops
- Greenhouse
- Guest Quarters
- Hardwood Floors As Seen
- Heated Parking
- Horse Property
- In Ground Pool
- Lake Association
- Lake Views
- Lake/Pond/Stream
- Legal Accessory Apartment
- Marble Countertops
- Master Bath
- Mountain Views
- Out Building
- Pantry
- Patio
- Porch
- Powder Room
- Privacy
- Riding Ring
- River
- River Views
- Sauna/Steam Room
- Scenic View
- Security System
- Sky Light
- Sprinkler Fire Sys
- Sprinkler Lawn Sys
- Stable/Paddock
- Storage
- Tennis
- Triple Thermo Windows
- View
- Walk In Closet
- Walk Out Basement
- Wall To Wall Carpet
- Water Access
- Water View
- Waterfront
- Wetbar
- Wood Burning Stove
- Workshop

Included Items

- A/C Units
- Air Filter System
- Alarm System
- Attic Fan
- Awning
- B/I Audio/Visual Equip
- B/I Shelves
- Basketball Hoop
- Bread Warmer
- Ceiling Fan
- Central Vacuum
- Chandelier(s)
- Compactor
- Convection Oven
- Cook Top
- Craft/Table/Bench
- Curtains/Drapes
- Dehumidifier
- Dishwasher
- Disposal
- Door Hardware
- Dryer
- Energy Star Appliance(s)
- Entertainment Cabinets
- Fireplace Equip
- Flat Screen TV Bracket
- Freezer
- Front Gate
- Garage Door Opener
- Garage Remote
- Gas Grill
- Gas Tank
- Generator
- Greenhouse
- Hot Tub
- Humidifier
- Intercom
- Lawn Maint Equip
- Light Fixtures
- Low Flow fixtures
- Mailbox
- Microwave
- Nanny Cam/Comp Serv
- Oven/Range
- Pellet Stove
- Playset
- Pool Equip/Cover
- Refrigerator
- Screens
- Second Refrigerator
- Second Dishwasher
- Second Dryer
- Second Freezer
- Second Stove
- Second Washer
- See Remarks
- Shades/Blinds
- Shed
- Speakers Indoor
- Speakers Outdoor
- Stained Glass Window
- Storm Windows
- TV Dish
- Video Cameras
- Wall Oven
- Wall to Wall Carpet
- Washer
- Water Conditioner Owned
- Water Conditioner Rented
- Whirlpool Tub
- Whole House Ent. Syst
- Wine Cooler
- Woodburning Stove

Excluded Items

- A/C Units
- Air Filter
- Alarm System
- Awnings
- B/I Audio/Visual Equip
- B/I Shelves
- Basketball Hoop
- Bread Warmer
- Ceiling Fan
- Chandelier(s)
- Compactor
- Convection Oven
- Craft/Table/Bench
- Curtains/Drapes
- Dehumidifier
- Dishwasher
- Disposal
- Door Hardware
- Dryer
- Entertainment Cabinets
- Fireplace Equipment
- Flat Screen TV Bracket
- Freezer
- Front Gate
- Garage Door Opener
- Garage Remote
- Gas Tank
- Generator
- Greenhouse
- Grill
- Hot Tub
- Humidifier
- Intercom
- Lap Pool
- Lawn Maint Equip
- Mailbox
- Microwave Oven
- Nanny Cam/Comp Serv
- Pellet Stove
- Playset
- Pool Above Ground
- Pool Equip/Cover
- Refrigerator
- Screens
- Second Dishwasher
- Second Dryer
- Second Freezer
- Second Refrigerator
- Second Stove
- Second Washer
- See Remarks
- Selected Light Fixtures
- Selected Plantings
- Selected Window Treatment
- Shades/Blinds
- Shed
- Speakers Indoor
- Speakers Outdoor
- Stained Glass Window
- Storm Windows
- TV Dish
- Video Cameras
- Wall To Wall Carpet
- Washer
- Water Conditioner
- Water Softner
- Whole House Ent. Syst
- Wine Cooler
- Wood Stove

Parking

- 1 Car Attached
- 1 Car Detached
- 2 Car Attached
- 2 Car Detached
- 3 Car Attached
- 3 Car Detached
- 4+ Car Attached
- 4+ Car Detached
- Assigned
- Attached
- Carport
- Common
- Covered
- Detached
- Driveway
- Garage Parking
- Lot Parking
- No Garage
- No Parking
- None
- Off-Street Parking
- Off-Site Parking
- Private Parking
- Public Parking
- Other/See Remarks
- Storage
- Street Parking
- Tandem
- Unassigned
- Under Home/Ground

Fireplaces

Utilities Tab

Utilities

<p>Heat</p> <ul style="list-style-type: none"><input type="checkbox"/> Base Board<input type="checkbox"/> Energy Star Unit(s)<input type="checkbox"/> Forced Air<input type="checkbox"/> Geothermal<input type="checkbox"/> Gravity Hot Air<input type="checkbox"/> Heat Pump Air<input type="checkbox"/> Heat Recovery System<input type="checkbox"/> Hot Water<input type="checkbox"/> Hydro Air<input type="checkbox"/> None<input type="checkbox"/> Passive Solar<input type="checkbox"/> Radiant<input type="checkbox"/> Radiator<input type="checkbox"/> See Remarks<input type="checkbox"/> Solar Thermal<input type="checkbox"/> Steam	<p>Fuel</p> <ul style="list-style-type: none"><input type="checkbox"/> Coal<input type="checkbox"/> Electric<input type="checkbox"/> Kerosene<input type="checkbox"/> Natural Gas<input type="checkbox"/> Oil Above Ground<input type="checkbox"/> Oil Below Ground<input type="checkbox"/> Other/See Remarks<input type="checkbox"/> Propane<input type="checkbox"/> Solar<input type="checkbox"/> Wood	<p>Air Conditioning</p> <ul style="list-style-type: none"><input type="checkbox"/> Air Purification System<input type="checkbox"/> Central<input type="checkbox"/> Ductless<input type="checkbox"/> Ductwork<input type="checkbox"/> Energy Star Unit(s)<input type="checkbox"/> Geothermal<input type="checkbox"/> High Pressure System<input type="checkbox"/> None<input type="checkbox"/> SEER Rating 12+<input type="checkbox"/> Wall Units<input type="checkbox"/> Window Units	<p>Hot Water</p> <ul style="list-style-type: none"><input type="checkbox"/> Electric Stand Alone<input type="checkbox"/> Fuel Oil Stand Alone<input type="checkbox"/> Gas Stand Alone<input type="checkbox"/> Geothermal<input type="checkbox"/> Indirect Tank<input type="checkbox"/> None<input type="checkbox"/> On Demand<input type="checkbox"/> Solar Thermal<input type="checkbox"/> Tank Less Coil
<p>Sewer</p> <ul style="list-style-type: none"><input type="checkbox"/> Cesspool<input type="checkbox"/> Community<input type="checkbox"/> Municipal<input type="checkbox"/> None<input type="checkbox"/> Others/See Remarks<input type="checkbox"/> Septic<input type="checkbox"/> Septic Above Ground<input type="checkbox"/> Sewer	<p>Water</p> <ul style="list-style-type: none"><input type="checkbox"/> Community<input type="checkbox"/> Drilled Well<input type="checkbox"/> Dug Well<input type="checkbox"/> Municipal<input type="checkbox"/> None<input type="checkbox"/> Other/See Remarks<input type="checkbox"/> Private<input type="checkbox"/> Seasonal<input type="checkbox"/> Shared<input type="checkbox"/> Spring	<p>Garbage</p> <ul style="list-style-type: none"><input type="checkbox"/> Other/See Remarks<input type="checkbox"/> Private<input type="checkbox"/> Public	<p>Heating Zones</p> <p><input type="text"/></p> <p>Electric Company</p> <p><input type="text"/></p>

Remarks Tab

Remarks

Agent Only Remarks

Characters Remaining: 1000
[Check Spelling](#)

Marketing/Public Remarks - may NOT contain agent or office information or website links.

Characters Remaining: 1000
[Check Spelling](#)

Directions

Characters Remaining: 250
[Check Spelling](#)

Virtual Tour Link: Must be Unbranded. Agent or office branding is not permitted.