MLS (Land) Input Sheet - Roanoke Valley Association of REALTORS®

LISTING AGENT _____(Name or ID) CO-LISTING AGENT _____ (Name or ID)

_____(6.C) _____(1.C) _____(28.C) _____(6.C) _____(2.C) _____(5.C)
HOUSE NUMBER DIR PREFIX **STREET NAME** **STREET SUFFIX** DIR SUFFIX UNIT #

AREA _____(4.A) **CITY** _____ (15) **ZIP** _____(9) **MUNICIPALITY** _____(3.A)

LIST PRICE _____(8) **LIST DATE** _____/_____/_____ **EXPIRATION DATE** _____/_____/_____ **Only if Coming Soon/Start Showing** ___/___/_____

2. 1 LISTING TYPE
- ☐ Exclusive Agency
- ☐ Exclusive Right to Represent Seller
- ☐ REALTOR Sold FSBO

LIMITED SERVICE LISTING Y/N _____

VARIABLE Rate Brokerage Y/N _____

SUB AGENT Authorized Y/N _____

SUB AGENT Compensation _____

BUYER AGENT Authorized Y/N _____

BUYER AGENT Compensation _____

3. 1 SHOWING INSTR.
- ☐ Call Listing Agent
- ☐ Text Listing Agent
- ☐ Just Go
- ☐ Key is at Office
- ☐ Other, see Remarks

YARD SIGN Y/N _____(1)

4. 1 LOCKBOX
- ☐ RVAR
- ☐ Call LA
- ☐ Private Box, see Remarks
- ☐ None

5. 1 LOCKBOX HOURS
- ☐ 24 Hours
- ☐ Day-Time
- ☐ Other, see Remarks

REO Properties E ☐ REO

- ☐ Owner / Seller Financing Available
- ☐ Lease / Purchase Available

6. 1.D SELLER WEB AUTHORIZATION
- ☐ Public Web Sites – May Show Address
- ☐ Public Web Sites – No Address
- ☐ Not On Public Web Sites
- ☐ Public Web Sites -- Exclude List Date

7. 2.D SELLER VOW AUTHORIZATION
- ☐ Allow Automated Valuations on VOW
- ☐ Allow Comments on VOW

OWNER NAME _____(120)

OWNER PHONE _____

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8. 1 LAND TYPE
- ☐ Land (Acreage)
- ☐ Lot

9. 1 LAND SUB-TYPE
- ☐ Commercial Land
- ☐ Developed
- ☐ Farm
- ☐ Industrial
- ☐ Office
- ☐ Other, see Remarks
- ☐ Residential - Multi
- ☐ Residential - Single
- ☐ Retail
- ☐ Undeveloped

-Dimensions or Acreage must be provided-

LOT DIMENSIONS _____

_____ (27)

TOTAL ACRE _____ . _____(7)

ACRES FENCED _____

ACRES WOODED _____

ACRES CLEARED _____

PRICE PER ACRE _____(6)

ROAD FRONTAGE_____(7)

ELEM SCH _____

MID SCH _____

HI SCH _____

SUBDIVISION _____

_____

PHASE _____(2)

SUBDIVISION MAP _____

_____(18)

LOT _____(20)

BLOCK _____(4)

SECTION _____(4)

TAX I.D. _____

_____(50)

ANNUAL TAXES _____(7)

ZONING CODE _____(9)

MANUFACTURED HOME ALLOW Y/N _____

- Property Owner's / Condo Association -

POA Y/N _____(1)
CONDO ASSOC Y/N _____(1)

POA/CONDO CONTACT NAME _____

_____**(25)**

PHONE/EMAIL_____

_____**(25)**

POA / CONDO DUES _____(5)

POA / CONDO TERMS A/M _____(1)

10. 2 LAND DESCRIPTION
- ☐ Cut-Over
- ☐ Down Slope
- ☐ Fill
- ☐ Gentle Slope
- ☐ Hilly
- ☐ Level
- ☐ Other, see Remarks
- ☐ Rolling Hills
- ☐ Steep Slope
- ☐ Up Slope
- ☐ Varied

11. 7 VIEWS
- ☐ City
- ☐ Golf Course
- ☐ Lake
- ☐ Mountain
- ☐ River
- ☐ Sunrise
- ☐ Sunset

12. 9 BUILDINGS ON PROPERTY
- ☐ Barn
- ☐ Chicken House
- ☐ Feed Barn
- ☐ Garage
- ☐ Granary
- ☐ Hay Shed
- ☐ House
- ☐ Milk Parlor
- ☐ Mobile -- SW
- ☐ Mobile – DW
- ☐ Mobile – RV
- ☐ Other, See Remarks
- ☐ Silo
- ☐ Smoke House
- ☐ Stable
- ☐ Swine Parlor
- ☐ Tobacco Barn
- ☐ Tractor Shed
- ☐ Workshop

13. 2 MISC. FEATURES
- ☐ Cable TV available
- ☐ Horses Permitted
- ☐ Lease Option
- ☐ Other, see Remarks
- ☐ Pasture
- ☐ Pond
- ☐ Swimming Pool
- ☐ Walking Distance to School
- ☐ Stream
- ☐ Tennis Court
- ☐ Underground Utilities

14. 2 PROPERTY DESCRIPTION
- ☐ Cut-Over
- ☐ Borders Golf Course
- ☐ Other, see Remarks
- ☐ Paved Road
- ☐ Private Road
- ☐ Secluded
- ☐ Stream
- ☐ Views
- ☐ Wooded

15. 2 DOCUMENTS AVAILABLE
- ☐ Appraisal
- ☐ Association By Law
- ☐ Building Restrictions
- ☐ Deed Restrictions
- ☐ Easement
- ☐ Percolation Test
- ☐ Soil Map
- ☐ Survey
- ☐ Estimate on Timber Value
- ☐ Tobacco Allotment
- ☐ Topo / Aerial Map
- ☐ Traffic Count
- ☐ Zone Restrictions

_____ _____ _____ _____ _____
Signature Date Signature Date DATE OF FULL EXECUTION

MLS INFORMATION DEEMED RELIABLE BUT NOT GUARANTEED

Copyright Date 09/2021

PUBLIC REMARKS (INTERNET) _____

_____

_____

_____

_____

_____(752)

PRIVATE REMARKS (REALTOR-TO-REALTOR) _____

_____

_____

_____(400)

DIRECTIONS _____

_____(200)

16. 1 WATER CLASS
☐ Not Applicable
☐ Waterfront Property
☐ Water Access Only
☐ Waterfront Community – No Access

17. 1 WATER ID
☐ Smith Mountain Lake
☐ Leesville Lake
☐ Claytor Lake
☐ River or Other

18. 1 WATER ACCESS ONLY-A
☐ Water Access – On Site
☐ Water Access – Off Site

DRIVING DISTANCE TO OFF SITE WATER ACCESS _____

LOCATION OF OFF SITE WATER ACCESS _____

19. 3 WATER ACCESS ONLY-B
☐ Deeded/Assigned Dock
☐ Community Dock
☐ Comm. Boat Ramp
☐ Leased Covered Boat Dock / Slip
☐ Leased Uncovered Boat Dock / Slip
☐ Other, see Remarks

20. 5 BOAT DOCK DESCRIPTION
☐ A-Roof
☐ Party Deck
☐ Floater
☐ Stationary
☐ Boat Hoist
☐ Personal WaterCraft Lift
☐ Storage/Utility Building

21. 5 WATER FEATURES
☐ Cove
☐ Point
☐ Main Channel
☐ Riprap Shoreline
☐ Beach
☐ No Wake Area
☐ Southern Exposure to Water

LENGTH OF WFRONT _____

RIVER OR OTHER _____

CHAN MARKER _____

SH'LINE MNGMT PLAN _____

_____

NUMBER OF COV SLIPS _____

NUMBER OF UNC SLIPS _____

☐ Short Term Rental
(POA / Covenants / Restrictions do not prohibit)

22. 1 ELECTRIC DESCRIPTION
☐ Above Ground
☐ Available
☐ Below Ground
☐ None Available
☐ Other, see Remarks

23. 1 GAS DESCRIPTION
☐ Natural Gas
☐ None Available
☐ Propane

24. 1 WATER DESCRIPTION
☐ Community System
☐ Other, see Remarks
☐ Public Water
☐ Shared Spring
☐ Shared Well
☐ Spring
☐ Private Well
☐ None

25. 1 SEWER DESCRIPTION
☐ Community System
☐ Other, see Remarks
☐ Public Sewer
☐ Private Septic
☐ Shared Septic
☐ None

26. 3 INTERNET ACCESS
☐ Cable
☐ DSL
☐ Undetermined
☐ Other, see Remarks

27. 5 LEASED EQUIPMENT
☐ Propane Tank
☐ Security Alarm System
☐ Water Heater
☐ Water Softener
☐ Other, see Remarks

_____ _____ _____ _____ _____
Signature Date Signature Date DATE OF FULL EXECUTION

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Help Block A

MLS Areas
(sorted by Area#)

0110 City of Roanoke - Downtown
0120 City of Roanoke - South
0130 City of Roanoke - SW
0140 City of Roanoke - NW
0150 City of Roanoke - NE
0160 City of Roanoke - SE
0170 City of Roanoke - Garden City
0210 Roanoke County - North
0220 Roanoke County - East
0221 Roanoke County - Town of Vinton
0230 Roanoke County - South
0240 Roanoke County - West
0300 City of Salem
0400 Franklin County
0490 SML Franklin County
0600 Bedford County
0601 Town of Bedford
0690 SML Bedford County
0700 Botetourt County
0800 Craig County
0900 City of Radford
1000 Montgomery County
1100 Floyd County
1200 Patrick County
1300 City of Martinsville
1400 Henry County
1500 City of Danville
1600 Pittsylvania County
1690 SML Pittsylvania County
1700 Halifax County
1800 Charlotte County
1900 City of Lynchburg
2000 Campbell County
2100 Appomattox County
2200 Amherst County
2300 City of Buena Vista
2400 City of Lexington
2500 Rockbridge County
2600 City of Covington
2700 Alleghany County
2800 Giles County
2900 Bland County
3000 Pulaski County
3100 Wythe County
3200 City of Galax
3300 Carroll County
9900 All Other Counties / Cities

MLS Municipalities
(sorted by Name)

Alleghany County (M01)
Amherst County (M02)
Appomattox County (M03)
Bedford County (M04)
Bland County (M05)
Botetourt County (M06)
Campbell County (M07)
Carroll County (M08)
Charlotte County (M09)
City of Buena Vista (M11)
City of Covington (M12)
City of Danville (M13)
City of Galax (M14)
City of Lexington (M15)
City of Lynchburg (M16)
City of Martinsville (M17)
City of Radford (M18)
City of Roanoke (M19)
City of Salem (M20)
Craig County (M21)
Floyd County (M22)
Franklin County (M23)
Giles County (M24)
Halifax County (M25)
Henry County (M26)
Montgomery County (M27)
Other, See Remarks (M28)
Patrick County (M29)
Pittsylvania County (M30)
Pulaski County (M31)
Roanoke County (M32)
Rockbridge County (M33)
Town of Bedford (M10)
Town of Boones Mill (M34)
Town of Buchanan (M35)
Town of Rocky Mount (M36)
Town of Vinton (M37)
Wythe County (M38)

On page 1 of the input sheet write the Municipality code as applicable.

Example: M19 for the City of Roanoke.

Help Block B

Black background = Required / **Grey background** = Conditionally required
(Example: If Lockbox = RVAR, then Lockbox Hours is Required)
Underlined numeral (2) = Maximum number of choices for this field.
Underlined letter (E) = See Help Block E for explanation.

Help Block C

Address Format: 1234 N. Elm Ave. SW #203

1234	N.	Elm	Ave	SW	# 203
house #	directional prefix	street name	street suffix	directional suffix	unit #

Help Block D

An explanation of the Seller Web Authorization field:

This field provides the seller with the ability to:

(1) Allow the broker and the Roanoke Valley MLS to display both the property information and address on public web sites. The display of the property address is subject to the authorization of (a) the seller, (b) the broker, and (c) the Roanoke Valley MLS. If one of these three authorities prohibits the display of the property address, neither the broker nor the Roanoke Valley MLS will display the address on public web sites.

(2) Allow the broker and the Roanoke Valley MLS to display the property information on public web sites, excluding the address.

(3) Absolutely prohibit the broker and the Roanoke Valley MLS from displaying the property information on public web sites.

An explanation of the Seller VOW Authorization field:

Virtual Office Website (VOW), as defined by Section 11 of the MLS Rules and Regulations:

11.1(a): A Virtual Office Website ("VOW") is a Participant's Internet website, or a feature of a Participant's website, through which the Participant is capable of providing real estate brokerage services to consumers with whom the Participant has first established a broker-consumer relationship (as defined by state law) where the consumer has the opportunity to search MLS Listing Information, subject to the Participant's oversight, supervision, and accountability. A non-principal broker or sales licensee affiliated with a Participant may, with his or her Participant's consent, operate a VOW. Any VOW of a non-principal broker or sales licensee is subject to the Participant's oversight, supervision, and accountability.

This field provides the seller with the ability to:

(1) Allow the agent/broker who operates a VOW to include a feature that produces an automated valuation (a computerized estimate of the value of the property).

(2) Allow the agent/broker who operates a VOW to include a feature that allows the public to write online reviews (comments) about the property.

REO Properties

Help Block E

REO = "Real Estate Owned" - *Property acquired by a lender through foreclosure and held in inventory.*

Source: Barron's Real Estate Guide – Dictionary of Real Estate Terms, 4th Edition

By checking the REO checkbox on REO properties listed in the MLS system, (1) listing reports will clearly identify such properties and (2) MLS property searches will accurately find such properties.

Help Block F

What is a manufactured home? A manufactured home (formerly known as a mobile home) is built to the Manufactured Home Construction and Safety Standards (HUD Code) and displays a red certification label (the HUD tag) on the exterior of each transportable section. Manufactured homes are built in the controlled environment of a manufacturing plant and are transported in one or more sections on a permanent chassis.

What is a HUD Tag? The HUD Tag is a red metal plate that is affixed to the outside of the manufactured home. Section 3280.11(b) states, "The label shall be approximately 2 in. by 4 in. in size and shall be permanently attached to the manufactured home…"

What is a Data Plate? The Data Plate is a paper label affixed inside the home and is located in a kitchen cabinet, an electrical panel, or a bedroom closet. The Data Plate includes information such as the manufacturer name and address, the serial number and model designation, the manufacture date, the HUD Tag number(s), and appliance information.

For more info: http://www.hud.gov/offices/hsg/ramh/mhs/mhshome.cfm

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