

RESIDENTIAL LEASE– Data Input Form
Southwestern Michigan Regional Information Center
(All Required Fields in Gray)

MLS # _____
Assigned by Computer

County Name: _____

Mailing Address:

Street # - Modifier: _____ - _____ **Direction:** _____ **Street Name:** _____ **Suffix:** _____ **Post Direction:** _____

Unit #: _____ **City:** _____ **Zip Code +4:** _____ - _____

Cross Streets: _____ & _____

Apartment/Condo Complex Name: _____

Building #: _____ **Unit #:** _____ **Floor #:** _____ **Entry:** Common Private Security Gated Other

Office ID: _____ **Agent ID:** _____ **Co-Office ID:** _____ **Co-Agent ID:** _____

Property Subtype: Residential: Single Family Condo/Coop Duplex Apartment Room

Vacation Rental: Yes No **Vacation Rental Type:** Daily Rental Weekly Rental Monthly Rental Time Share

Lease Listed Price: _____ **Price Term:** per day per week per month **Security Deposit:** \$ _____

Date Available: _____ **Lease Terms:** _____ **Lease Renewal Options:** _____

Cleaning Fee: \$ _____ **Smoking:** Yes No **Furnished:** Yes No _____

Pet Fee: Yes No **If Yes, then Pet Policy:** _____ **& Pet Fee:** \$ _____

Lease with Option to Buy: Yes No **If yes, cross reference the for sale MLS number in the Agent Remarks.**

Features: Assistive Services Senior Living Accept DSS Accept Section 8 Lead Free Certified

Area: _____ **Subarea:** _____ **Municipality:** _____

Public Viewable: Yes No **Show Address to Public:** Yes No **Show AVM to Public:** Yes No **VOW Public Comments:** Yes No

Sub Agcy: _____ **Buyer Agcy:** _____ **Trans Coord:** _____ **Variable Rate:** _____
_____%/Amt) _____(%/Amt) _____(%/Amt) Yes No **Comments:** _____

Commission Detail: _____

Lot Size: (acres or sq. ft.) _____ **Zoning:** _____

Listing Date: _____ **Expiration Date:** _____ **School District:** _____

Owner Name: _____ **Owner Phone:** _____ - _____ - _____

Showing Instructions: _____

Waterfront: Yes No **OR Water Access:** Yes No

Water Frontage: _____ **Body of Water:** _____

Water Type: Lake River Stream/Creek Pond

Water Feature Amenities: All Sports Assoc. Access Boat Lift Channel Deeded Access Deeded Boat Lot Dock No Wake
 Private Frontage Public Access Shared Frontage View

Shoreline Type: Beach Breakwater Seawall

Landlord Provides:

A/C Association Fee Electric Cable/Satellite Internet Access Heat Housekeeping Linens Phone Lawn/Yard Care
 Snow Removal Refuse Removal Taxes Sewer Water WIFI Other

Tenant Provides:

A/C Association Fee Electric Cable/Satellite Internet Access Heat Housekeeping Linens Lawn/Yard Care
 Snow Removal Refuse Removal Taxes Sewer Water Other

*Feature group allows a 40 character comment line for each selection in the feature group.

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Approx. Assoc. Fee: \$ _____ **Assoc. Fee Payable:** Monthly Quarterly Annually

Assoc. Fee Includes:

- None _____ Lawn/Yard Care _____ Water _____
 Sewer _____ Electric _____ Heat _____
 Snow Removal _____ Trash _____ Cable/Satellite _____
 Other _____

All Fields Are Required In The Grid – Enter 0 (zero) for none

	Above Grade		Below Grade	
	Upper Level	Main Level	LL/WO Level	Basement Level
# Bedrooms:	_____	_____	_____	_____
# Full Baths:	_____	_____	_____	_____
# Half Baths:	_____	_____	_____	_____
Finished Sq. Ft:	_____	_____	_____	_____
		Total Sq. Ft:	_____	_____

Stories: 1 1.5 2 3 or more Split

Design:

- A Frame Bi-Level Bungalow Cabin/Cottage Cape Cod Chalet Colonial Contemporary Farm House Log Home
 Mobile Quad Level Ranch Traditional Tri-Level Tudor Underground Victorian Other

Manufactured: Yes No

GARAGE: * Yes No

- GARAGE TYPE:** 1 _____ Attached _____
 2 _____ Carport _____
 3 _____ Detached _____
 4+ _____ Tandem _____

Parking: On Street Off Street; If Off Street, # of Assigned Spaces: _____

BASEMENT: Yes No

- SUBSTRUCTURE:** * Crawl Space _____ Partial Basement _____
 Daylight _____ Slab _____
 Full Basement _____ Walk Out _____
 Michigan Basement _____ Other _____

HEAT SOURCE: Electric Natural Gas Geothermal Oil Propane Solar Wood None

HEAT TYPE: Baseboard Forced Air Gravity Heat Pump Hot Water Outdoor Furnace Passive Radiant Space Heater
 Steam Wall Furnace Wood/Pellet Furnace None

AIR CONDITIONING: Central Wall Unit Window Unit

POOL: Outdoor/Inground Outdoor/Above Indoor Association/Apartment Complex Pool

Appliances Provided:

- | | | | | |
|--|---|--|---|------------------------------------|
| <input type="checkbox"/> Refrigerator | <input type="checkbox"/> Icemaker | <input type="checkbox"/> Electric Range/Oven | <input type="checkbox"/> Gas Range/Oven | <input type="checkbox"/> Microwave |
| <input type="checkbox"/> Dishwasher | <input type="checkbox"/> Garbage Disposal | <input type="checkbox"/> Trash Compactor | <input type="checkbox"/> Electric Dryer | <input type="checkbox"/> Gas Dryer |
| <input type="checkbox"/> Washer | <input type="checkbox"/> Attic Fan | <input type="checkbox"/> Water Softener | <input type="checkbox"/> Central Vacuum | <input type="checkbox"/> Wet Bar |
| <input type="checkbox"/> Whirlpool Tub | <input type="checkbox"/> Hot Tub Spa | <input type="checkbox"/> Security System | <input type="checkbox"/> Ceiling Fan | <input type="checkbox"/> Intercom |
| <input type="checkbox"/> Woodburner | <input type="checkbox"/> Water Purifier | <input type="checkbox"/> Other | | |

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Outbuildings/Storage: Additional Garage Barn Boat House Pole Barn Stable Storage Shed Basement Other

Other Amenities:

- | | | | |
|--|--|--|--|
| <input type="checkbox"/> Airport Landing Strip | <input type="checkbox"/> End Unit | <input type="checkbox"/> Library | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Baseball Diamond | <input type="checkbox"/> Fireplace | <input type="checkbox"/> Marina | <input type="checkbox"/> Snow Skiing |
| <input type="checkbox"/> Building Elevator | <input type="checkbox"/> Fitness Center | <input type="checkbox"/> Meeting Room | <input type="checkbox"/> Tennis Court |
| <input type="checkbox"/> Cable Hookup | <input type="checkbox"/> Golf Course | <input type="checkbox"/> On Bus Line | <input type="checkbox"/> Washer/Dryer Connection |
| <input type="checkbox"/> Club House | <input type="checkbox"/> Hardwood Floors | <input type="checkbox"/> Outdoor Grill | <input type="checkbox"/> Other |
| <input type="checkbox"/> Children's Play Equipment | <input type="checkbox"/> Hot Tub | <input type="checkbox"/> Patio/Porch Balcony | |
| <input type="checkbox"/> Deck | <input type="checkbox"/> Interior Unit | <input type="checkbox"/> Restaurant/Bar | |
| <input type="checkbox"/> Detached Unit | <input type="checkbox"/> Laundry On-Site | <input type="checkbox"/> Satellite Dish | |

Accessibility Features: Yes No

Features Available:

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> No-Step Entrance | <input type="checkbox"/> 42 in. or + Hallway | <input type="checkbox"/> Lever Door Handles | <input type="checkbox"/> Elevator |
| <input type="checkbox"/> Covered Entrance | <input type="checkbox"/> Accessible Mn. Flr. Bdrm | <input type="checkbox"/> Accessible Elect. Controls | <input type="checkbox"/> No Step Laundry |
| <input type="checkbox"/> Ramped Entrance | <input type="checkbox"/> Accessible M. Flr. Half Bath | <input type="checkbox"/> Rocker Light Switches | <input type="checkbox"/> Visual Alert System |
| <input type="checkbox"/> Covered Ramp | <input type="checkbox"/> Accessible Mn. Flr. Full Bath | <input type="checkbox"/> Accessible Kitchen Sink | <input type="checkbox"/> Other |
| <input type="checkbox"/> Ground Floor Entrance | <input type="checkbox"/> Mn. Flr Bath | <input type="checkbox"/> Accessible Bath Sink. | |
| <input type="checkbox"/> 36 in. Entrance Door | <input type="checkbox"/> Grab Bar | <input type="checkbox"/> No Interior Steps | |
| <input type="checkbox"/> 36 in. or + Hallway | <input type="checkbox"/> Low Threshold Shower | <input type="checkbox"/> Chair Lift | |

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