

# FREEHOLD – SALE MLS® DATA INFORMATION FORM



MLS LISTING # \_\_\_\_\_

FOR BOARD USE ONLY FOR A NEW LISTING OR TO BE COMPLETED FOR A RE-RUN.

**Mandatory Field**  
All Property Types

**Optional Field**  
All Property Types

## LOCATION

**PIN #** \_\_\_\_\_ **MLS DISTRICT** \_\_\_\_\_ **MUNICIPALITY** \_\_\_\_\_

**STREET NUMBER** \_\_\_\_\_ **STREET NAME** \_\_\_\_\_ **ABBREVIATION** \_\_\_\_\_ **DIR** \_\_\_\_\_ **APT/UNIT #** \_\_\_\_\_ **POSTAL CODE** \_\_\_\_\_

**FRONTING ON** (check 1 code)  East  South  North  West

**LEGAL DESCRIPTION (LOT, PLAN, CONCESSION)** \_\_\_\_\_

**LOT FRONT \*** \_\_\_\_\_ **LOT DEPTH \*** \_\_\_\_\_ **LOT SIZE CODE \***  Feet  Metres  Acres **LOT IRREGULARITIES** \_\_\_\_\_

**ACRES** (check 1 code)

Less than .49 Acres  .50 – 1.99 Acres  2 – 4.99 Acres  5 – 9.99 Acres  10 – 24.99 Acres

25 – 49.99 Acres  50 – 99.99 Acres  100 + Acres

**ZONING** \_\_\_\_\_ **DIRECTION/MAIN CROSS STREETS** \_\_\_\_\_ **MAP #** \_\_\_\_\_ **MAP COL** (NUMERIC) \_\_\_\_\_ **MAP ROW** (ALPHA) \_\_\_\_\_

\* MANDATORY EXCEPT FOR SALE OF BUSINESS, MOBILE/TRAILER NOT MANDATORY FOR X AND Z

## AMOUNTS/DATES

**LIST PRICE** \_\_\_\_\_ **TAXES \*** \$ \_\_\_\_\_ **TAX YEAR** \_\_\_\_\_ **ASSESSMENT** \_\_\_\_\_ **ASSESSMENT YR** \_\_\_\_\_

**CONTRACT COMMENCEMENT**   M  /  D  /  Y    Y    Y    Y   **EXPIRY DATE**   M  /  D  /  Y    Y    Y    Y   **POSSESSION DATE** \_\_\_\_\_ **HOLDOVER DAYS** \_\_\_\_\_

**SELLER NAME** \_\_\_\_\_

**1ST MORTGAGE \***  **INTEREST RATE**  **PAYMENT**  **FREQUENCY**  **PAYMENT INCL**  **MATURES**  **LENDER** \_\_\_\_\_

\$ \_\_\_\_\_

**OTHER ENCUMBRANCES/TYPER** (2ND, 3RD, LANDLEASE, ETC.) \_\_\_\_\_

\$ \_\_\_\_\_

**MORTGAGE COMMENTS** (80 CHARACTERS) \_\_\_\_\_

\* BUSINESS NOT MANDATORY  IF 1ST MORTGAGE IS GREATER THAN "0" REST OF FIELD IS MANDATORY

## EXTERIOR

<p><b>TYPE</b> (check 1)</p> <p><input type="checkbox"/> Attached/Row/Street Townhouse</p> <p><input type="checkbox"/> Business</p> <p><input type="checkbox"/> Cottage</p> <p><input type="checkbox"/> Detached</p> <p><input type="checkbox"/> Duplex</p> <p><input type="checkbox"/> Farm</p>	<p><input type="checkbox"/> Fourplex</p> <p><input type="checkbox"/> Link</p> <p><input type="checkbox"/> Mobile/Trailer</p> <p><input type="checkbox"/> Multiplex</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Rural Residential</p> <p><input type="checkbox"/> Semi-Detached</p> <p><input type="checkbox"/> Store with Apt/Office</p>	<p><input type="checkbox"/> Triplex</p> <p><input type="checkbox"/> Vacant Land</p> <p><b>STYLE</b> (check 1)</p> <p><input type="checkbox"/> 1 1/2 Storey</p> <p><input type="checkbox"/> 2 Storey</p> <p><input type="checkbox"/> 2 1/2 Storey</p> <p><input type="checkbox"/> 3 Storey</p>	<p><input type="checkbox"/> Backsplit 3 Level</p> <p><input type="checkbox"/> Backsplit 4 Level</p> <p><input type="checkbox"/> Backsplit 5 Level</p> <p><input type="checkbox"/> Bungalow</p> <p><input type="checkbox"/> Bungalow – Raised</p> <p><input type="checkbox"/> Other</p> <p><input type="checkbox"/> Sidesplit 3 Level</p> <p><input type="checkbox"/> Sidesplit 4 Level</p> <p><input type="checkbox"/> Sidesplit 5 Level</p>	<p><b>EXTERIOR</b> (check up to 2)</p> <p><input type="checkbox"/> Aluminum Siding</p> <p><input type="checkbox"/> Board &amp; Batten</p> <p><input type="checkbox"/> Brick</p> <p><input type="checkbox"/> Brick Front</p> <p><input type="checkbox"/> Concrete</p>
--	--	---	--	--

(cont'd on page 2)

**EXTERIOR (continued)**

**EXTERIOR (check up to 2)**

- Insulbrick
- Log
- Metal/Steel Siding
- Other
- Shingle
- Stone
- Stucco (Plaster)
- Vinyl Siding
- Wood

**GARAGE TYPE (check 1)**

- Attached
- Built-In
- Carport
- Detached
- None
- Other

**GARAGE SPACES** \_\_\_\_\_

**DRIVE (check 1)**

- Available
- Circular
- Front Yard (Legal)
- Lane
- Mutual
- None
- Other
- Private
- Private Double
- Right-of-Way

**PARKING SPACES** \_\_\_\_\_

**POOL (check 1)**

- Above Ground
- Indoor
- Inground
- None

**WATER (check 1)**

- Both
- Municipal
- None
- Other
- Well

**SEWERS (check 1)**

- Holding Tank
- None
- Other
- Septic
- Sewer

**SPECIAL DESIGNATION (check 1)**

- CRCD-Certificate Granted
- Expropriation
- Heritage
- Landlease
- Other
- Unknown

**APPROXIMATE AGE (check 1)**

- New
- 0 - 5 Years
- 6 - 15 Years
- 16 - 30 Years
- 31 - 50 Years
- 51 - 99 Years
- 100 + Years

**APPROX SQUARE FOOTAGE (check 1)**

- Less than 700
- 700 - 1100
- 1100 - 1500
- 1500 - 2000
- 2000 - 2500
- 2500 - 3000
- 3000 - 3500
- 3500 - 5000
- 5000 +

**PROPERTY FEATURES (check up to 2)**

- Bush
- Clear View
- Cul de Sac/Dead End
- Equestrian
- Island
- Lake Access
- Lake Backlot
- Lake/Pond
- Level
- Part Cleared
- Ravine
- River/Stream
- Rolling
- Sloping
- Terraced
- Tiled
- Treed
- Waterfront

**AREA INFLUENCES (check up to 2)**

- Golf
- Greenbelt/Conservation
- Lake/Pond/River

- Park
- Public Transit
- Rec./Commun.Centre
- Skiing
- Wooded

**OTHER STRUCTURES (check up to 2)**

- Auxiliary Residences
- Barn
- Box Stall
- Drive Shed
- Garden Shed
- Greenhouse
- Indoor Arena
- Kennel
- Paddocks
- Workshop

**WATER SUPPLY TYPES (check 1)**

- Bored Well
- Cistern
- Community Well
- Drilled Well
- Dug Well
- Lake/River
- Shared Well

**FARM/AGRICULTURE (check 1)**

- Dairy
- Fish
- Hobby
- Horse
- Horticulture
- Land & Buildings
- Livestock

- Mixed Use Farm
- Other
- Poultry
- Produce
- Tree

**UTILITIES - MANDATORY: FARM, RURAL, RURAL RESIDENTIAL, VACANT LAND, PROPERTY TYPES**  
**OPTIONAL: FOR ALL OTHERS**

**CABLE T.V. (check 1)**

- Yes  No
- Available

**HYDRO (check 1)**

- Yes  No
- Available

**SEWERS (check 1)**

- Yes  No
- Available

**GAS (Natural) (check 1)**

- Yes  No
- Available

**MUNICIPAL WATER (check 1)**

- Yes  No
- Available

**TELEPHONE (check 1)**

- Yes  No
- Available

**INTERIOR**

**ROOMS** \_\_\_\_\_

**BEDROOMS** \_\_\_\_\_

**KITCHENS** \_\_\_\_\_

**WASHROOMS**

\_\_\_\_|X|\_\_\_\_    \_\_\_\_|X|2|\_\_\_\_

\_\_\_\_|X|3|\_\_\_\_    \_\_\_\_|X|4|\_\_\_\_

**FAMILY ROOM above grade**

- Yes  No

**BASEMENT (check up to 2)**

- Apartment
- Crawl Space
- Finished
- Finished with Walk-Out
- Full
- Half
- None
- Other
- Partial Basement
- Partially Finished
- Separate Entrance
- Unfinished
- Walk-Out

**FIREPLACE/STOVE (Operational)**

- Yes  No

**HEAT SOURCE (check 1)**

- Electric
- Gas
- Ground Source
- Oil
- Other
- Propane
- Solar
- Wood

**HEAT TYPE (check 1)**

- Baseboard
- Forced Air
- Heat Pump
- Other
- Radiant
- Water

**CENTRAL AIR**

- Yes  No

**UFFI (check 1)**

- No
- Partially Removed
- Removed
- Yes

**ROOMS/DETAILS**

LEVEL	ROOM	LENGTH metres	WIDTH metres	DESCRIPTION (up to 3 per room as per table)
Rm 1	_____	_____	_____	_____
Rm 2	_____	_____	_____	_____
Rm 3	_____	_____	_____	_____
Rm 4	_____	_____	_____	_____
Rm 5	_____	_____	_____	_____
Rm 6	_____	_____	_____	_____
Rm 7	_____	_____	_____	_____
Rm 8	_____	_____	_____	_____
Rm 9	_____	_____	_____	_____

**COMMENTS**

**REMARKS FOR CLIENTS** (use up to 275 characters)

- 1. Appear in the Brokerage Full, Client Full and Flyer Reports in Toronto MLS.
- 2. Are published on the Internet.
- 3. Are NOT published in the Dailies or Books.

**EXTRAS** (use up to 240 characters)

- 1. Appear in the Brokerage Full and Client Full Reports in Toronto MLS.
- 2. Are published on the Internet.
- 3. Are published in the Dailies and the Books.

**REMARKS FOR BROKERAGES** (use up to 200 characters)

- 1. Appear in the Brokerage Full Report in Toronto MLS and not on the Client Reports.
- 2. Are not published on the Internet.
- 3. Are published in the Dailies and the Books.

**OTHER**

**LISTING BROKERAGE**

\_\_\_\_\_

**BROKER 1/SALESPERSON 1**

\_\_\_\_\_

**BROKER 2/SALESPERSON 2**

\_\_\_\_\_

**COMMISSION TO CO-OPERATING BROKERAGE**

\_\_\_\_\_

**OFFICE PHONE**

\_\_\_\_\_

**L.B. FAX NO.**

\_\_\_\_\_

**BROKER 1/SALESPERSON 1 PHONE**

\_\_\_\_\_

**BROKER 2/SALESPERSON 2 PHONE**

\_\_\_\_\_

**OPEN HOUSE DATE**

M / M / D / Y / Y / Y

**SPIS**

**PERMISSION TO ADVERTISE**

**CONTACT AFTER EXPIRED**

**DISTRIBUTE TO INTERNET**

**DISPLAY ADDRESS ON INTERNET**

- Yes  No  Yes (B)  No (A)  Yes  No  Yes  No  Yes  No  Yes  No

**FROM**

**TO**

HR : MIN HR : MIN

**OPEN HOUSE NOTES**

\_\_\_\_\_

**APPOINTMENTS**

\_\_\_\_\_

**OCCUPANCY (check 1)**

- Owner/Tenant  Owner  Partial  Tenant  Vacant

**VIRTUAL TOUR URL** (100 characters)

\_\_\_\_\_

**PHOTO OPTIONS**

- Use photo from photo library  Upload your own photo  Mail in photo  Photographer take new photo  No photo for this listing

**ADDITIONAL PHOTOS**

- Yes  No

**PHOTOGRAPHER DIRECTION** (37 characters)

\_\_\_\_\_

**NEWS AD**

- Yes  No

SELLER HEREBY ACKNOWLEDGES HAVING RECEIVED A COPY OF PART 2 OF 2 OF THE LISTING AGREEMENT.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_



**ROOMS/DETAILS/DESCRIPTIONS – ALL RESIDENTIAL PROPERTY TYPES (Searchable)**

**LEVELS**

Basement  
Flat (use with apartments)  
2nd  
3rd  
Ground  
In Between (1/2 level)  
Lower level  
(use with splits)  
Main (use with splits)  
Sub-basement  
(use with splits)  
Upper level  
(use with splits)

**ROOMS**

Bedroom  
2nd Bedroom  
3rd Bedroom  
4th Bedroom  
5th Bedroom  
Breakfast  
Den  
Dining  
Exercise  
Family  
Foyer  
Furnace  
Games  
Great Room  
Kitchen  
Laundry  
Library  
Living  
Locker  
Loft  
Master Bedroom  
Nursery  
Office  
Other  
Pantry  
Playroom  
Recreation Room  
Sitting  
Solarium  
Study  
Sun Room  
Tandem Room  
Utility  
Workshop

**BARS**

Dry Bar  
Wet Bar

**BATHS**

2 piece  
2 piece ensuite  
3 piece  
3 piece ensuite  
4 piece  
4 piece ensuite  
5 piece  
5 piece ensuite  
6 piece  
6 piece ensuite  
7 piece  
7 piece ensuite  
Ensuite  
Semi-ensuite (walk-thru)  
Separate Shower  
Step-Up  
Sunken

**BUILT-INS**

Appliances  
Bar  
Bookcase  
Closet  
Counter-top Stove  
Desk  
Dishwasher

Fish Tank  
Fridge  
Microwave  
Oven  
Range  
Shelves  
Stove  
Vanity

**CEILING**

Acoustic  
Beamed  
Cathedral  
Coffered  
Dropped  
Illuminated  
Mirrored  
Moulded  
Plaster  
Skylight  
Stucco  
Tiled  
Vaulted

**CLOSETS**

Built-in  
Cedar  
Closet  
Closet Organizer  
Double  
His & Hers  
Large  
Linen  
Mirrored  
Walk-in  
Wall-to-Wall

**DOORS**

Colonial  
Double  
Dutch  
Folding  
French  
Louvered  
Pocket  
Saloon  
Side  
Sliding Doors  
Swing

**FIREPLACE/STOVE**

Acorn Stove  
Brick  
Closed  
Electric  
Fireplace  
Floor to Ceiling  
Franklin Stove  
Gas  
Imitation  
Insert  
Marble  
Roughed-in  
Stone  
Wall-to-Wall  
Wood Stove  
Zero Clearance

**FLOORING**

Broadloom  
Ceramic  
Concrete  
Cushion  
Dirt  
Granite  
Hardwood  
Laminate  
Limestone Flooring  
Linoleum  
Marble  
Parquet  
Pegged

Raised  
Slate Flooring  
Tile  
Wood

**KITCHENS**

Breakfast Area  
Breakfast Bar  
Centre Island  
Ceramic Backsplash  
Country  
Eat-In  
Family Size  
Galley  
Greenhouse  
Hollywood  
Modern  
Pantry  
Renovated  
Up-dated

**LIGHTING**

Fluorescent  
Halogen  
Hidden  
Indirect  
Pot  
Recessed  
Track  
Wall Sconce

**OVERLOOKS**

Dining room  
Family room  
Garden  
Golf Course  
Greenbelt  
Living room  
Park  
Patio  
Pool  
Ravine  
Water

**ROOM COMBINED WITH**

Bedroom  
Den  
Dining Room  
Family Room  
Games Room  
Kitchen  
Laundry  
Library  
Living Room  
Master Bedroom  
Nursery  
Office  
Playroom  
Recreation Room  
Sitting Room  
Solarium  
Sun Room  
Workshop

**ROOM STYLES**

Circular  
Formal  
Irregular  
L-shaped  
Open Concept  
Raised  
Separate  
Sunken

**SINKS**

Bar  
Ceramic  
Double  
Enamel  
Marble  
Moulded  
Pedestal

Porcelain  
Stainless Steel

**STAIRS**

Circular  
Circular Oak  
Curved  
Double  
Floating  
Metal Railing  
Oak Banister  
Open  
Scarlet O'Hara  
Spiral  
Staircase  
Suspended

**VIEWS**

North  
North East  
North West  
North South  
East  
East West  
South  
South East  
South West  
West

**WALK-OUTS**

Walk-Out  
to Balcony  
to Deck  
to Garage  
to Greenbelt  
to Patio  
to Pool  
to Porch  
to Ravine  
to Roof  
to Sundeck  
to Water  
to Yard

**WINDOWS**

Above Grade  
Bay  
Bow  
Casement  
Glass Block  
Greenhouse  
Leaded Glass  
Picture  
Stained Glass  
Window

**MISCELLANEOUS**

Access to Garage  
Breezeway  
Cantina  
Ceiling Fan  
Chair Rail  
Crown Moulding  
Enclosed  
Finished  
Hot Tub  
Intercom  
Juliette Balcony  
Mirrored Walls  
Natural Finish  
Panelled  
Partly Finished  
Pass Through  
Plate Rail  
Sauna  
Sump Pump  
Unfinished  
Wainscotting  
Walk-thru  
Walk-up  
Wine/Cold Cellar  
Wood Trim