



CONDOMINIUM/TOWNHOUSE (CT) DATA ENTRY FORM

IMPORTANT NOTICES:

All exclusive-right-to-sell residential listings (single family, multi-family, and condominium) are required by GAMLS Rules and Regulations to be entered into the RE/Xplorer™ system within 48 hours (excepting weekends, holidays and postal holidays). Failure to do so or entering false or incorrect information into the GAMLS system can result in a fine of \$25, plus \$5 per day until the listing is input or corrected. Together, let's work on providing the most accurate and complete data possible for each GAMLS member.

All licensed agents who belong to GAMLS participating companies must have a user ID. This ID allows the agent and company information to be displayed along with the listing in the RE/Xplorer™ system. Agent information can be kept current and accurate using "Your Account" on the GAMLS home page (www.gamls.com). User passwords are strictly confidential and may not be used by anyone other than the person who is authorized to use it. Violations of this policy can result in fines or suspension of GAMLS services.

Fill in the data entry form in its entirety. Accurate and complete information will provide proper disclosure and will facilitate the selling process of the property by giving interested buyers specific characteristics of the listed property. All fields denoted by an **R** are required fields that must be entered. Failure to fill in these fields with the correct information will delay listing entry or will cause incorrect information to be displayed in the RE/Xplorer™ system, and other web sites fed by this information such as GAMLS', NAR's, and Broker Reciprocity web sites. Field "nicknames" that appear on the on-line system are *italicized* for each field type. Listing information can be checked for inconsistencies and omissions after entry by using "Listchex", which is available through the GAMLS home page (www.gamls.com) under the "Tools" then "Compliance" menu items.

Description of GAMLS area boundaries and school codes, as well as this form and many other forms, may be found through the GAMLS fax on demand system, 770-621-2222 or on GAMLS' home page. Document #230 is the GAMLS Area Boundaries list and #231 is the School Codes list.

Be sure to record the computer generated MLS number on the input sheet after the listing has been entered into the RE/Xplorer™ system. Before filing the input sheet, verify that the seller's signature has been acquired certifying the accuracy of the data and acknowledging the disclosure statement.

Unless previously communicated in writing to GAMLS by the Broker, limited information regarding this listing may appear on GAMLS' public site (www.georgiamls.com), National Association of Realtors® site (www.realtor.com), and on other GAMLS members' sites that participate in Broker Reciprocity for additional exposure of the property. Because the listings are available through the Internet, consider the information entered on remarks lines 1, 2, and 3 to be public information.

Direction Lines will be ON-LINE ONLY

D1^R From _____
Directions1

D2 _____
Directions2

D3 _____
Directions3

LA^R _____ *List_Agent_ID* LA2 _____ *List_Agent2 ID* LB^R _____ *List_Broker Code* VRC^R _____ *Variable_Rate*
Commission (Y/N) CO^R _____ *Commission to Selling Broker*
Enter % or \$ Amount Only

OWN _____ *Owner_Name (Last Name, Then First and Middle Initial)* OWNP _____ *Owner_Phone Number*

OE1 _____
Office_Eyes1 (For Office Eyes ONLY, will only be displayed to listing office personnel)

OE2 _____
Office_Eyes 2 (For Office Eyes ONLY, will only be displayed to listing office personnel)

- AMEN^R - AMENITIES**
- A - Boat/Camper/Van Prkg
 - B - Clubhouse
 - C - Golf Course
 - D - Guest Lodging
 - E - Lake
 - F - Park
 - G - Physical Fit Facilities
 - H - Playground
 - I - Pool
 - J - Racquetball
 - K - Security
 - L - Sidewalks
 - M - Street Lights
 - N - Swim Team
 - O - Tennis Courts
 - P - Tennis Team
 - Q - Underground Utilities
 - R - Neighborhood Association
 - S - Walk to Marta
 - T - Walk to Schools
 - U - Walk to Shopping
 - V - None
 - W - Marina
 - X - Airstrip
 - Y - Stables
 - Z - Gated Community
 - 1 - Retirement Community

- CON^R - CONSTRUCTION**
- A - Aluminum/Vinyl
 - B - Brick 4 Sided
 - C - Brick/Frame
 - D - Log
 - E - Press Board Siding
 - F - Rough-Sawn Siding
 - G - Stone
 - H - Stone/Frame
 - I - Stucco Unspecified
 - J - Wood Siding
 - K - Other
 - L - Concrete Siding
 - M - Stucco EIFS
 - N - Stucco Real
 - O - Brick 3 Sided
 - P - Brick Front
 - Q - Steel Frame
 - R - Tabby

- COOL^R - COOLING SOURCE**
- A - Electric
 - B - Gas
 - C - Solar
 - D - Other
- TYPE**
- E - Ceiling Fan
 - F - Central
 - G - Common
 - H - Heat Pump
 - I - Whole House Fan
 - J - Zoned/Dual
 - K - Other
 - L - No Cooling
 - M - Windows Units

- DESC^R - DESCRIPTION_CT**
- A - Built as Condo
 - B - Conversion to Condo
 - C - Cluster
 - D - High Rise
 - F - Top Floor
 - G - End Unit
 - H - Stepless Entry

- EGY^R - ENERGY_RELATE**
- A - Certified Energy Wise
 - B - Certified Good Cents
 - C - Clock Thermostat
 - D - Double Pane/Thermo
 - E - Insulation-Ceiling
 - F - Insulation-Floors
 - G - Roof Vent Fans
 - H - Storm Doors
 - I - Storm Windows

- EGY^R - ENERGY_RELATE (cont'd)**
- J - Water Heater-Electric
 - K - Water Heater-Gas
 - L - Water Heater-Solar
 - M - None
 - N - Tankless Water Heater

- EQP^R - EQUIPMENT_INC**
- KITCHEN**
- A - Cooktop, Separate
 - B - Dishwasher
 - C - Disposal
 - D - Icemaker Line
 - E - Indoor Grill
 - F - Microwave, Built In
 - G - Oven, Wall
 - H - Range/Oven
 - I - Refrigerator
 - J - Trash Compactor
 - T - Double Oven

- OTHER**
- K - Alarm-Burglar
 - L - Alarm -Smoke/Fire
 - M - Central Vacuum
 - N - Dryer
 - O - Electric Air Filter
 - P - Intercom/Radio
 - Q - Satellite Dish
 - R - Washer
 - S - None
 - U - Water Softener

- EXT - EXTERIOR**
- A - Balcony
 - B - Deck/Patio
 - C - Fenced Yard
 - D - Garden Area
 - E - Gas Grill
 - F - Green House
 - G - Hot Tub
 - H - Out Building
 - I - Pool-Above Ground
 - J - Pool-In Gound
 - K - Screen Porch
 - L - Sprinkler System
 - M - Tennis Court
 - N - Other
 - O - Barn
 - P - Gazebo
 - Q - Pool House
 - R - Stables
 - S - Porch
 - T - Workshop
 - U - Pool Screened/Enclosed
 - V - Dog Run/Pen

- FEE_INC^R - ASSOC_FEE_INC**
- A - Bldg. & Liability Insurance
 - B - Exterior Maintenance
 - C - Facilities Fee
 - D - Garbage Pickup
 - E - Grounds Maintenance
 - F - Heating/Cooling
 - G - Management Fee
 - H - Pest Control/Termite
 - I - Reserve Fund
 - J - Security
 - K - Sewer
 - L - Water
 - M - Other
 - N - None

- FPL - FIREPLACE_LOC**
- A - In Great/Family Room
 - B - In Living Room
 - C - In Master Bedroom
 - D - Other
 - E - In Basement

- FPT - FIREPLACE_TYP**
- A - Factory Built
 - B - Masonry
 - C - Wood Stove
 - D - Gas Starter

- HEAT^R - HEATING SOURCE**
- A - Electric
 - B - Gas
 - C - Solar
 - D - Other
 - P - Oil
 - Q - Propane

- TYPE**
- E - Baseboard
 - F - Central
 - G - Common
 - H - Floor Furnace
 - I - Forced Air
 - J - Heat Pump
 - K - Space Heater
 - L - Steam/Hot Water
 - M - Zoned/Dual
 - N - No Heating
 - O - Ceiling Electric

- BOAT - BOATHOUSE_DOC**
- A - Uncovered - No Slip
 - B - Covered Dock - 1 Slip
 - C - Covered Dock - 2 Slip
 - D - Covered Dock - 3 plus
 - E - Boathouse - 1 Slip
 - F - Boathouse - 2 Slip
 - G - Boathouse - 3 plus
 - H - No Dock or Boathouse
 - I - Dock Approval Required
 - J - No Dock Rights
 - K - Verbal Appr Dock Permit

- BSMT^R - BASEMENT**
- A - Bath Finished
 - B - Bath Stubbed
 - C - Block
 - D - Concrete
 - E - Crawl
 - F - Daylight
 - G - Earthen
 - H - Entrance, Inside
 - I - Entrance, Outside
 - J - Finished Rooms
 - K - Full
 - L - Partial
 - M - Slab
 - N - Boat Door
 - O - Pier

<p>INT^R - INTERIOR</p> <input type="checkbox"/> A - Attic Expandable <input type="checkbox"/> B - Bookcases <input type="checkbox"/> C - Cable TV Connection <input type="checkbox"/> D - Cable In Street <input type="checkbox"/> E - Ceilings, Trey <input type="checkbox"/> F - Ceilings, Vaulted <input type="checkbox"/> G - Ceilings 9' Plus <input type="checkbox"/> H - Foyer, Entrance <input type="checkbox"/> I - Foyer, 2 Story <input type="checkbox"/> J - Hardwood Floors <input type="checkbox"/> K - Gas Logs <input type="checkbox"/> L - Pull Down Attic Stairs <input type="checkbox"/> M - Skylight <input type="checkbox"/> N - Wall to Wall Carpet <input type="checkbox"/> O - Rear Stairs <input type="checkbox"/> P - Wet Bar <input type="checkbox"/> Q - Whirlpool Bath <input type="checkbox"/> R - Handicap Access <input type="checkbox"/> S - Other <input type="checkbox"/> T - Sauna <input type="checkbox"/> U - Elevator Service <input type="checkbox"/> V - Recently Renovated <input type="checkbox"/> W - Double Vanity <input type="checkbox"/> X - Garden Tub <input type="checkbox"/> Y - Walk-in Closet <input type="checkbox"/> Z - Separate Shower	<p>LTDS^R - LOT_DESCR (cont'd)</p> <input type="checkbox"/> F - Corner <input type="checkbox"/> G - Cul De Sac <input type="checkbox"/> H - Golf Course <input type="checkbox"/> I - Greenbelt <input type="checkbox"/> J - Level <input type="checkbox"/> K - Sloping <input type="checkbox"/> L - Waterfront <input type="checkbox"/> M - Wooded <input type="checkbox"/> N - None/Condo <input type="checkbox"/> O - Dock or Dock Rights <input type="checkbox"/> P - Leased Land <input type="checkbox"/> Q - Stream/Creek/River <input type="checkbox"/> R - Open Land <input type="checkbox"/> S - Pond <input type="checkbox"/> T - Private Backyard <input type="checkbox"/> U - Water View <input type="checkbox"/> V - Deep Water Access <input type="checkbox"/> W - Lagoon <input type="checkbox"/> X - Marsh <input type="checkbox"/> Y - Tidal	<p>POSS^R - POSSESS_DATE</p> <input type="checkbox"/> A - At Closing <input type="checkbox"/> B - Negotiable <input type="checkbox"/> C - 3-7 Days after Closing <input type="checkbox"/> D - Other	<p>SHO^R - SHOWING_INSTR</p> <input type="checkbox"/> A - Appt. Agent <input type="checkbox"/> B - Appt. Owner <input type="checkbox"/> C - Appt. Tenant <input type="checkbox"/> D - Call Agent Only <input type="checkbox"/> E - Caution Alarm <input type="checkbox"/> F - Caution Pet <input type="checkbox"/> G - Courtesy Call, Leave Msg <input type="checkbox"/> H - Key in Office <input type="checkbox"/> I - Lockbox GAMLs Compatible <input type="checkbox"/> J - See Remarks <input type="checkbox"/> K - Vacant <input type="checkbox"/> L - Under Construction <input type="checkbox"/> M - 9AM to 10PM <input type="checkbox"/> N - 24 Hour Access <input type="checkbox"/> O - Special Hours <input type="checkbox"/> P - Day Sleeper <input type="checkbox"/> Q - Lockbox Non-GAMLs Compat			
<p>KTBK - KITCH_BKRFST</p> <input type="checkbox"/> A - Breakfast Area <input type="checkbox"/> B - Breakfast Bar <input type="checkbox"/> C - Breakfast Room <input type="checkbox"/> D - Country Kitchen <input type="checkbox"/> E - Island <input type="checkbox"/> F - Pantry <input type="checkbox"/> G - Keeping Room <input type="checkbox"/> H - Walk-in Pantry <input type="checkbox"/> I - Solid Surface Counters	<p>ONCN - OWNERSHIP_CON (Condition)</p> <input type="checkbox"/> A - Foreclosure <input type="checkbox"/> B - Bank Owned <input type="checkbox"/> C - Investor Owned <input type="checkbox"/> D - Estate Owned <input type="checkbox"/> E - Corporate Relocation <input type="checkbox"/> F - Rental <input type="checkbox"/> G - Fixer Upper <input type="checkbox"/> H - Recently Renovated <input type="checkbox"/> I - Agent Owned <input type="checkbox"/> J - Historic <input type="checkbox"/> K - Agent Related to Seller <input type="checkbox"/> L - Short Sale <input type="checkbox"/> M - Pre-Foreclosure <input type="checkbox"/> N - Government Owned	<p>PRK^R - PARKING</p> <input type="checkbox"/> A - Assigned Space <input type="checkbox"/> B - Attached <input type="checkbox"/> C - Auto Garage Door <input type="checkbox"/> D - Carport <input type="checkbox"/> E - Detached <input type="checkbox"/> F - Drive Under/Basement <input type="checkbox"/> G - Garage <input type="checkbox"/> H - Parking Pad <input type="checkbox"/> I - Side/Rear Entrance <input type="checkbox"/> J - 1 Car <input type="checkbox"/> K - 2 Car <input type="checkbox"/> L - 3 Car or More <input type="checkbox"/> M - None <input type="checkbox"/> N - Parking Shed <input type="checkbox"/> O - Kitchen Level Entry <input type="checkbox"/> P - Storage <input type="checkbox"/> Q - RV/Boat Parking	<p>STO^R - STORIES</p> <input type="checkbox"/> A - 1 Story <input type="checkbox"/> B - 1 1/2 Stories <input type="checkbox"/> C - 2 Stories <input type="checkbox"/> D - Over 2 Stories <input type="checkbox"/> E - Multi-Level <input type="checkbox"/> F - Split Foyer <input type="checkbox"/> G - Split Level			
<p>LDY - LAUNDRY_LOC</p> <input type="checkbox"/> A - Basement <input type="checkbox"/> B - Garage <input type="checkbox"/> C - Kitchen Area <input type="checkbox"/> D - Upstairs <input type="checkbox"/> E - Other <input type="checkbox"/> F - Hall <input type="checkbox"/> G - Mud Room	<p>PFIN - POSS_FINANCE</p> <input type="checkbox"/> A - Assume <input type="checkbox"/> B - Cash <input type="checkbox"/> C - Conventional <input type="checkbox"/> D - FHA <input type="checkbox"/> E - FNMA Apprv <input type="checkbox"/> F - FNMC Apprv <input type="checkbox"/> G - Lease Purchase <input type="checkbox"/> I - Owner 1st <input type="checkbox"/> J - Owner 2nd <input type="checkbox"/> K - VA <input type="checkbox"/> L - Other (See Remarks) <input type="checkbox"/> M - Release of Liability <input type="checkbox"/> N - GHFA Loan (GRFA) <input type="checkbox"/> O - Credit Report Required <input type="checkbox"/> P - 1031 Exchange <input type="checkbox"/> Q - 100 PCT. Financing	<p>RMS^R - ROOMS</p> <input type="checkbox"/> A - Bonus Room <input type="checkbox"/> B - Den <input type="checkbox"/> C - Diningroom-L Shaped <input type="checkbox"/> D - Dining Rm/Living Rm Combo <input type="checkbox"/> E - DR-Separate <input type="checkbox"/> F - Family Room <input type="checkbox"/> G - Great Room <input type="checkbox"/> H - In-Law Suite or Apartment <input type="checkbox"/> I - Library/Office <input type="checkbox"/> J - LR Separate <input type="checkbox"/> K - Master on Main Level <input type="checkbox"/> L - Rec Room <input type="checkbox"/> M - Solarium/Sun Room <input type="checkbox"/> N - Studded Bath <input type="checkbox"/> O - Other <input type="checkbox"/> P - Exercise Room <input type="checkbox"/> Q - Loft <input type="checkbox"/> R - Roommate Plan <input type="checkbox"/> S - Split Bedroom Plan <input type="checkbox"/> T - Dining Room Seats 12+ <input type="checkbox"/> U - Theater/Media Room	<p>STY^R - STYLE</p> <input type="checkbox"/> A - Bungalow/Cottage <input type="checkbox"/> B - Cape Cod <input type="checkbox"/> C - Colonial <input type="checkbox"/> D - Contemporary <input type="checkbox"/> E - Country/Rustic <input type="checkbox"/> F - European <input type="checkbox"/> G - French Provincial <input type="checkbox"/> H - Mediterranean <input type="checkbox"/> I - Traditional <input type="checkbox"/> J - Tudor <input type="checkbox"/> K - Victorian <input type="checkbox"/> L - Other <input type="checkbox"/> M - Ranch <input type="checkbox"/> S - Loft			
<p>LTYP - LAUNDRY_TYPE</p> <input type="checkbox"/> A - Closet <input type="checkbox"/> B - Room <input type="checkbox"/> C - Other <input type="checkbox"/> D - No Laundry	<p>PHOT^R - PHOTO</p> <input type="checkbox"/> B - Under Construction <input type="checkbox"/> J - No Photo Desired <input type="checkbox"/> L - Broker Provided Photo	<p>ROOF - ROOF_TYPE</p> <input type="checkbox"/> A - Composition <input type="checkbox"/> B - Wood Shingle <input type="checkbox"/> C - Tile <input type="checkbox"/> D - Slate <input type="checkbox"/> E - Metal/Steel <input type="checkbox"/> F - Tar / Gravel <input type="checkbox"/> G - Concrete <input type="checkbox"/> H - Other <input type="checkbox"/> I - Tin <input type="checkbox"/> J - Copper	<p>WS^R - WATER_SEWER</p> <input type="checkbox"/> A - Private Water <input type="checkbox"/> B - Public Water <input type="checkbox"/> C - Septic Tank <input type="checkbox"/> D - Sewer Connected			
<p>LTDS^R - LOT_DESCR</p> <input type="checkbox"/> A - Less than .5 Acre <input type="checkbox"/> B - .5 - 1 Acre <input type="checkbox"/> C - 1-2 Acres <input type="checkbox"/> D - 2-5 Acres <input type="checkbox"/> E - More than 5 Acres	<p>LAKE - WATERFRONT PROPERTY (INCLUDING RIVERS)</p> <table style="width:100%;"> <tr> <td style="width:50%; vertical-align: top;"> <input type="checkbox"/> A - Allatoona <input type="checkbox"/> B - George W. Andrews <input type="checkbox"/> C - Bartlett's Ferry/Lk Harding <input type="checkbox"/> D - Blackshear <input type="checkbox"/> E - Blue Ridge <input type="checkbox"/> F - Burton <input type="checkbox"/> G - Carters <input type="checkbox"/> H - Chatuge <input type="checkbox"/> I - Clarks Hill <input type="checkbox"/> J - Goat Rock <input type="checkbox"/> K - Hartwell <input type="checkbox"/> L - High Falls (OLKN) <input type="checkbox"/> M - Jackson <input type="checkbox"/> N - Lanier <input type="checkbox"/> O - Nottely <input type="checkbox"/> P - Oconee <input type="checkbox"/> Q - Oliver </td> <td style="width:50%; vertical-align: top;"> <input type="checkbox"/> R - Rabun <input type="checkbox"/> S - Richard B. Russell <input type="checkbox"/> T - Seminole <input type="checkbox"/> U - Sinclair <input type="checkbox"/> V - Tobesofkee <input type="checkbox"/> W - Walter F. George <input type="checkbox"/> X - Weiss <input type="checkbox"/> Y - West Point <input type="checkbox"/> Z - Worth <input type="checkbox"/> 1 - Chattahoochee River <input type="checkbox"/> 2 - Savannah River <input type="checkbox"/> 3 - Other* * Enter Other Name; _____ <input type="checkbox"/> 4 - St Marys River <input type="checkbox"/> 5 - Satilla River <input type="checkbox"/> 6 - Intracoastal Waterway </td> </tr> </table>			<input type="checkbox"/> A - Allatoona <input type="checkbox"/> B - George W. Andrews <input type="checkbox"/> C - Bartlett's Ferry/Lk Harding <input type="checkbox"/> D - Blackshear <input type="checkbox"/> E - Blue Ridge <input type="checkbox"/> F - Burton <input type="checkbox"/> G - Carters <input type="checkbox"/> H - Chatuge <input type="checkbox"/> I - Clarks Hill <input type="checkbox"/> J - Goat Rock <input type="checkbox"/> K - Hartwell <input type="checkbox"/> L - High Falls (OLKN) <input type="checkbox"/> M - Jackson <input type="checkbox"/> N - Lanier <input type="checkbox"/> O - Nottely <input type="checkbox"/> P - Oconee <input type="checkbox"/> Q - Oliver	<input type="checkbox"/> R - Rabun <input type="checkbox"/> S - Richard B. Russell <input type="checkbox"/> T - Seminole <input type="checkbox"/> U - Sinclair <input type="checkbox"/> V - Tobesofkee <input type="checkbox"/> W - Walter F. George <input type="checkbox"/> X - Weiss <input type="checkbox"/> Y - West Point <input type="checkbox"/> Z - Worth <input type="checkbox"/> 1 - Chattahoochee River <input type="checkbox"/> 2 - Savannah River <input type="checkbox"/> 3 - Other* * Enter Other Name; _____ <input type="checkbox"/> 4 - St Marys River <input type="checkbox"/> 5 - Satilla River <input type="checkbox"/> 6 - Intracoastal Waterway	<p>SELLER'S STATEMENT: Seller herein certifies that the property Seller is offering for sale through the broker was built in the year specified in this document, and Seller has been informed by the broker of the lead-based paint disclosure requirements under The Residential Lead-Based Paint Hazard Reduction Act of 1992, 42 U.S.C. §4851-4856 (the "Act"). Seller agrees to sign all the necessary disclosure forms, of which copies are attached hereto and made a part hereof by reference in order to abide by this Act; and, to disclose in writing to the broker and to prospective purchasers any other physical characteristics of the property that may adversely affect its value. Seller understands and agrees that all the information above will be provided to agents who may represent other parties. Seller hereby waives any claims arising out of disclosure of such information to other parties. Seller agrees above information is true and correct to the best of his/her knowledge.</p> <p>Signature _____ Date _____</p> <p>Signature _____ Date _____</p>
<input type="checkbox"/> A - Allatoona <input type="checkbox"/> B - George W. Andrews <input type="checkbox"/> C - Bartlett's Ferry/Lk Harding <input type="checkbox"/> D - Blackshear <input type="checkbox"/> E - Blue Ridge <input type="checkbox"/> F - Burton <input type="checkbox"/> G - Carters <input type="checkbox"/> H - Chatuge <input type="checkbox"/> I - Clarks Hill <input type="checkbox"/> J - Goat Rock <input type="checkbox"/> K - Hartwell <input type="checkbox"/> L - High Falls (OLKN) <input type="checkbox"/> M - Jackson <input type="checkbox"/> N - Lanier <input type="checkbox"/> O - Nottely <input type="checkbox"/> P - Oconee <input type="checkbox"/> Q - Oliver	<input type="checkbox"/> R - Rabun <input type="checkbox"/> S - Richard B. Russell <input type="checkbox"/> T - Seminole <input type="checkbox"/> U - Sinclair <input type="checkbox"/> V - Tobesofkee <input type="checkbox"/> W - Walter F. George <input type="checkbox"/> X - Weiss <input type="checkbox"/> Y - West Point <input type="checkbox"/> Z - Worth <input type="checkbox"/> 1 - Chattahoochee River <input type="checkbox"/> 2 - Savannah River <input type="checkbox"/> 3 - Other* * Enter Other Name; _____ <input type="checkbox"/> 4 - St Marys River <input type="checkbox"/> 5 - Satilla River <input type="checkbox"/> 6 - Intracoastal Waterway					

R Denotes Required Fields