



RENTAL RESIDENTIAL (RR) DATA ENTRY FORM

IMPORTANT NOTICES:

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.gaml.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 aid in 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 will 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.gaml.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.

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.

The maximum listing period for rental property in the RE/Xplorer™ system will be one year.

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 Landlord'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.

GEORGIA MLS RENTAL RESIDENTIAL (RR) INPUT SHEET

Property Address _____ Listing Date _____
 _____ Listing Number _____
City State Zip

Office Name _____ Agent Name _____

TYP^R <input type="checkbox"/> R <input type="checkbox"/> <input type="checkbox"/> <small>Property_Type</small>	LATR^R <i>Lease_Agr_Type</i> <input type="checkbox"/> A - Exclusive Leasing <input type="checkbox"/> B - Non-Exclusive Leasing	DSCR^R <i>Description Rental</i> <input type="checkbox"/> A - Single Family Residence <input type="checkbox"/> B - Multi-Family Residence <input type="checkbox"/> C - Townhouse/Condo <input type="checkbox"/> D - Modular/Mobile Home	PRDS <i>Prop_Descr</i> <input type="checkbox"/> A - Lake (LK) <input type="checkbox"/> B - Mountain (MT) <input type="checkbox"/> C - River (RV) <input type="checkbox"/> D - Ocean/Gulf (OG)	LAKE <i>Lake_River</i> <input type="checkbox"/> Enter code for Lake/River See page 3 for valid codes
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STN^R | **STR^R** | **QUADRANT** | **UNT^R** | **RR^R**
Street_Number Street_Name Quadrant (NE, SW, NW, SE) Unit_Number Monthly Rental_Rate

CITY^R | **STATE** | **CNTY^R** | **LD^R** | **XD^R**
City State County List_Date (06/01/09) Expire_Date (12/31/09)

ZIP^R | **ZIP4** | **AR^R** | **SUBD^R** | **RD**
Zip_Code Zip4 MLS Area Subdivision/Complex (If no subdivision or complex enter NONE) Rental_Date Available (10/31/09)

TID^R | **YR^{R*}** | **MNRT** | **MXRT** | **FURN** | **Y/N**
Tax_ID_Number (Enter Exactly as MLS Tax Records) Actual Year_Built Min_Rental (Months) Max_Rental (Months) Furnished

LL | **DIST** | **SEC** | **LOT** | **BLK** | **UNIT**
Land_Lot District Section Lot Block Unit

PB | **PAGE** | **LTDM**
Plat_Book Plat_Page Lot_Dimension (Start with street frontage and move clockwise separating dimensions with an "X")

FPR | **PET** | **PDEP** | **APPF^R** | **TOT_ACRES**
Fireplaces Pets_Negotiable Pet_Deposit Application_Fee Total_Acreage

ES^R | **MS^R** | **HS^R**
Elem_School (See School List for Code) Jr/Midd_School (See School List for Code) High_School (See School List for Code)

ES_BUS | **MS_BUS** | **HS_BUS**
Elem_School_B (On Elementary School Bus Route Y/N) Midd_School_B (On JR/Middle School Bus Route Y/N) High_School_B (On High School Bus Route Y/N)

BRU^R BRM^R BRL^R BR^R <small># Bedrooms_Up # Bedrooms_Mn # Bedrooms_Lo Total Bedrooms</small>	SQUARE FOOTAGE INFORMATION	SQFT_A SQF_SRC^R - SQFT_SOURCE <small>Above Grade Finished Area <input type="checkbox"/> A - Appraiser <input type="checkbox"/> B - Public Record <input type="checkbox"/> C - Builder Plans <input type="checkbox"/> D - Owner/Seller <input type="checkbox"/> E - Agent <input type="checkbox"/> F - Other (see remarks) <input type="checkbox"/> G - Square Feet Not Entered</small>
BAFU^R BAFM^R BAFL^R BAF^R <small># Baths_Full_Up # Baths_Full_Mn # Baths_Full_Lo Total Baths_Full</small>		SQFT_B <small>Below Grade Finished Area</small>
BAHU^R BAHM^R BAHL^R BAH^R <small># Baths_Half_Up # Baths_Half_Mn # Baths_Half_Lo Total Baths_Half</small>		SQFT_UB <small>Below Grade Unfinished Area</small>

ONLY Remarks Lines 1 - 3 will appear on GAMLS internet sites and Broker Reciprocity sites

R1^R | _____
Remarks1

R2^R | _____
Remarks2

R3^R | _____
Remarks3

ALL Remarks Lines will appear ON-LINE IN THE RE/EXPLORER™ SYSTEM

R4^R | _____
Remarks4

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) CR^R _____ Commission/Referral Fee 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 - 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

- 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

- 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

- 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

- EXT - EXTERIOR**
- A - Balcony
 - B - Deck/Patio
 - C - Fenced Yard
 - D - Garden Area
 - E - Gas Grill
 - F - Green House
 - G - Hot Tub/Jacuzzi
 - 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

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

- 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 - 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

- 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
 - J - Water Heater-Electric
 - K - Water Heater-Gas
 - L - Water Heater-Solar
 - M - None
 - N - Tankless Water Heater

- 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

<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</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 <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>RNT_INC^R - RENT_INC</p> <input type="checkbox"/> A - Bldg. & Liability Insurance <input type="checkbox"/> B - Exterior Maintenance <input type="checkbox"/> C - Facilities Fee <input type="checkbox"/> D - Garbage Pickup <input type="checkbox"/> E - Grounds Maintenance <input type="checkbox"/> F - Heating/Cooling <input type="checkbox"/> G - Management Fee <input type="checkbox"/> H - Pest Control/Termite <input type="checkbox"/> I - Reserve Fund <input type="checkbox"/> J - Security <input type="checkbox"/> K - Sewer <input type="checkbox"/> L - Cable TV <input type="checkbox"/> M - High Speed Comp Access <input type="checkbox"/> N - Water <input type="checkbox"/> O - Other <input type="checkbox"/> P - None	<p>SHO^R - SHOWING_INSTR (Cont'd)</p> <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_BRFKST</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>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>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 - Stubbed 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 - Theature/Media Room	<p>STOR_RR - STORIES_RENT</p> <input type="checkbox"/> A - 1 Story <input type="checkbox"/> B - 1½ Stories <input type="checkbox"/> C - 2 Stories <input type="checkbox"/> D - Over 2 to 5 Stories <input type="checkbox"/> E - Over 5 to 10 Stories <input type="checkbox"/> F - Over 10 to 25 Stories <input type="checkbox"/> G - Over 25 Stories <input type="checkbox"/> H - Multi-Level <input type="checkbox"/> I - Split Foyer <input type="checkbox"/> J - 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>POSR^R - POSSESS_RENTAL</p> <input type="checkbox"/> A - At Lease Signing <input type="checkbox"/> B - Negotiable <input type="checkbox"/> C - 30 Days after Signing <input type="checkbox"/> D - Other, See Remarks	<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>STY - STYLE</p> <input type="checkbox"/> A - Bungalow <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"/> N - Townhouse <input type="checkbox"/> O - Mobile Home <input type="checkbox"/> P - Modular Home <input type="checkbox"/> Q - A-Frame <input type="checkbox"/> R - Craftsman <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>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>SHO^R - SHOWING_INSTR</p> <input type="checkbox"/> A - Appt. Agent <input type="checkbox"/> B - Appt. Owner <input type="checkbox"/> C - Appt. Tenant	<p>WS - 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 <input type="checkbox"/> E - Sewer in Street <input type="checkbox"/> F - Well <input type="checkbox"/> G - Community Well		
<p>LAKE - WATERFRONT PROPERTY (INCLUDING RIVERS)</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 <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* (OLKN)* Enter Other Name; _____ <input type="checkbox"/> 4 - St Marys River <input type="checkbox"/> 5 - Satilla River <input type="checkbox"/> 6 - Intracoastal Waterway		<p>OWNER'S STATEMENT: Owner herein certifies that the property Owner is offering for lease through the broker was built in the year specified in this document, and Owner 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)". Owner 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 tenants any other physical characteristics of the property. Owner understands and agrees that all the information above will be provided to agents who may represent other parties. Owner hereby waives any claims arising out of disclosure of such information to other parties. Owner(s) agree(s) above information is true and correct to the best of his/her/their knowledge.</p> <p>Signature _____ Date _____</p> <p>Signature _____ Date _____</p>	

R Denotes Required Fields