

## Unique Panhandle Properties Flat Fee MLS Listing Order Form

**Owner(s) Complete Name(s)**

\_\_\_\_\_

**Property Type** (Circle One)

Detached Single Family Home - Attached Home - Condominium - Residential Land - Farms and Acreage - Commercial Property

**Subdivision** \_\_\_\_\_ **# of Stories in Building** \_\_\_\_\_

**Property Address**

\_\_\_\_\_

**County** \_\_\_\_\_

**Directions to Property**

**Asking Price** \_\_\_\_\_ **Approx Sq. Footage** \_\_\_\_\_

**# of Bedrooms** \_\_\_\_\_

**# of FULL Baths** \_\_\_\_\_ **# of HALF Baths** \_\_\_\_\_

**Occupancy Status** (Circle One)

Owner Occupied - Tenant Occupied - Vacant - Seasonal Rental

**Immediate Occupancy?** (Yes or No) \_\_\_\_\_

**Construction Status** (Circle One) Construction Complete - Under Construction - To Be Built

**Lot Size** \_\_\_\_\_

**Lot Access** (Circle One)

County Road - Private Road - Paved Road

**Acres** \_\_\_\_\_

**Lot Features** (Circle if Applicable)

Additional Land Available - Cleared - Coastal Barrier Zone - Coastal Setback Corner - Covenants - Cul-De-Sac - Dead End - Easements - Flood Insurance Required - Golf Course - Irregular - See Remarks - Sidewalk - Survey Available - Wetlands - Will Divide

**# of Stories in Complex** \_\_\_\_\_ **# of Stories in Home or Unit** \_\_\_\_\_

**Room dimensions and levels:**

Living Room - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Dining Room - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Kitchen - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Master Bedroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Additional Bedroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Additional Bedroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Additional Bedroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Additional Bedroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Master Bathroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

2nd Bathroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

3rd Bathroom - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Utility Room - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Garage - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Bonus Room or Loft - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

Den or Great Room - Dimensions \_\_\_\_\_ Level \_\_\_\_\_

**Subdivision Amenities**

**Listing Description** - Describe the selling points of your property. Be positive but honest.  
***Unique Panhandle Properties may edit your description to comply with Florida Law***

**Showing Instructions:**

**Waterfront** (Circle if Applicable) - Bay - Bayou - Canal - Creek - Gulf - Gulf/Pass - Harbor - Intracoastal Waterway - Lagoon - Lake - Other - Pond - River - Sound - Stream -Waterfront Complex -

**Waterview ?** (Yes or No) \_\_\_\_\_ **Waterfront Feet** \_\_\_\_\_

**Zoning** (Circle Applicable Zoning) - Agriculture - City Coastal Center - Commercial - County - Deed Restrictions - Historical - Horses Allowed - Industrial - Mobile Home -Residential Single Family - Residential Multi Family - See Remarks - Unrestricted

**Design** (Circle One) - Contemporary - A-Frame - Beach House - Cabin - Colonial - Country - Florida Cottage - Mansard - Manufactured - Mediterranean - Mobile Home - Modular -Other - Patio Home - Ranch - Rustic - Spanish - Split Level - Tudor - Victorian - Villa

**Construction/Siding** (Circle All Applicable) - Block - Cement Fiber Siding - Concrete Foundation - Off Grade Foundation - On Pilings Foundation - Slab on Grade Foundation -Stilts - Frame - Insulated Concrete Forms - Other - Roof Built Up - Roof Composite - Shingle Roof - Concrete Roof - Dimensional Shingles Roof - Fiberglass Roof - Flat Roof - Pitched Roof - Metal Roof - Tile Roof - Siding Aluminum - Siding Brick - Siding Stucco - Siding Stone - Siding Vinyl - Siding Wood

**External Home Features**

**Interior Home Features**

**Appliances**

**Utilities** - ie: Electric, Phone, Public Water, Septic Tank, TV Cable

**Energy** - ie: A/C: High Efficiency, Ceiling Fans, Heat Pump A/A, Heat: Central Electric, Ridge Vent, Water Heater: Electric

**Master Bath Features**

**Monthly HOA & COA Fees** \_\_\_\_\_

**Assessment Fees Include**

**Is Property Subject To Lease?** \_\_\_\_\_ **Monthly Rent** (If Applicable) \_\_\_\_\_

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The vast majority of homes are sold through the MLS due to the large network of REALTORS® working with home buyers. Real Estate Agents who have buyers will generally not show FSBO properties since there is no written agreement to be compensated. Here's a diagram of how real estate commissions work. Your Flat Fee MLS gives you the opportunity to offer a compensation to realtors or sell it on your own with no commission. In this market, we highly recommend offering selling realtors a commission of 2.5% - 3% but the decision is yours. Please keep in mind that if you don't offer ANY compensation, you are eliminating the many buyers that may be working with a realtor. You are still eliminating the "listing" commission and you still have the option of selling it direct with NO COMMISSION.

**% Selling Realtor Commission Offered** \_\_\_\_\_

Contact Person's Name \_\_\_\_\_

Contact Phone Number \_\_\_\_\_

Additional Phone \_\_\_\_\_

*Once Submitted, there will be a \$50 cancellation fee to cover credit processing and manpower. Once MLS Listing is entered into the MLS or other services have been created, you can cancel your listing at any time but you will receive NO REFUNDS.*

**Your MLS Listing cannot be entered until you complete the No-Brokerage relationship form required by Florida law.**

**Fax all documents to 1-866-876-3965**