

DIRECTIONS: Fields marked with an **R** require an answer. # = Numeric Only answer.
Fields w/choices: List of field choices may be found in Paragon & Definitions in MLS Rules.

Will be assigned after listing is saved
(non-partial):

MLS# _____

LISTING INFO:

R Firm / Office ID # _____ R Agent ID # _____

Co-Listing Firm ID # _____ Co-Listing Agent ID # _____

R List Price _____

R List Date _____

R Expiration Date _____

R Licensee Interest/Broker Own ☐ Yes ☐ No

R Contract Type: ☐ Exclusive Agency ☐ Exclusive Right to Sell ☐ Other

R Limited Service: ☐ Yes – RANW MLS PDF Document Attached (Required) ☐ No

R Named Exceptions ☐ Yes ☐ No

R Broker Holds Earnest Money ☐ No ☐ Yes

Earnest Money Holder Name:

R Electronic Consent ☐ Yes ☐ No If yes, Seller has consented via email to the use of email as a means to make legal delivery of all Contracts & Docs related to their transaction.
Please note delivery requires both Seller & Buyer electronic consent as mandated by law. Please refer to the **Private RMKS** for members only, for the delivery address.

Bank Owned/REO* ☐ Yes ☐ No * Agent Only (Not Public) – Full Display

Potential Short Sale* ☐ Yes ☐ No * Agent Only (Not Public) – Full Display

Relocation* ☐ Yes ☐ No * Agent Only (Not Public) – Full Display

Delayed Showing Yes ☐ No ☐
Date Showings Begin _____
(required if delayed showings=yes)

Delayed Marketing Yes ☐ No ☐
Delayed Marketing End Date _____
(required if delayed marketing=yes)

PROPERTY DETAILS:

R County _____

R Taxing Municipality (legal description) _____

R Tax Municipal Sub-Area Code _____ Required for Cities of Appleton, De Pere, Fond du Lac, Green Bay, Oshkosh

R School District Code _____ #

R Street Number _____ Direction _____ R Street Type _____

R Street Name _____

*Enter Legal address. County and State Highways will be entered into Property Address 2 field as HWY for search purposes only.

Lot # _____ R City _____

(mailing address)

R State _____ R Zip Code (9 digit) _____ -- _____

R Property Tax ID: Include dashes. Continue on 2nd line if necessary. Enter Tax ID exactly as it appears on the Property Tax Bill.

R Taxes Net _____ NOTE: Tax Amount may not include special assessments or municipal fees.

R Tax Year _____

Improvements _____ Land Assessments _____

Assessments Total _____

Assessment Year _____ Special Assessments ☐ Yes ☐ No ☐ Unknown

Legal Description (150 characters or less)

R Flood Plain ☐ Yes ☐ No ☐ Unknown

R Deeded Access* ☐ Yes ☐ No ☐ Unknown * Provides access to something outside your land, i.e., Park, Water, Walking Trail

R Restrictive Covenant* ☐ Yes ☐ No ☐ Unknown * Pertains to use of your land with building requirements and outbuilding allocations

R Subdivision Name (required if part of a subdivision). Continue on second line if necessary. _____

R HOA Annual Fees ☐ Yes ☐ No ☐ Unknown R HOA Annual Fees \$ _____

Builder Exclusive ☐ Yes ☐ No Builder Name: _____

School Elementary _____ School Middle _____ School High _____

R Water Frontage ☐ Yes ☐ No R Water Features-Other ☐ Yes ☐ No

If Water Frontage = Yes, all fields in this section must be completed. Property must have Water Frontage; deeded access does not qualify as Water Frontage=Yes. If the listing does not qualify as Water Frontage=Yes but has other water features, those features may be indicated in Coded Feature Other Water Features Section.

R Water Body Name (see list available under Code Sets in Paragon’s Reports menu) _____

R Water Type – Choose Only One

☐ River ☐ Lake ☐ Bay ☐ Channel ☐ Other-See Remarks

R Est. Water Frontage (measurement in feet-round down to nearest whole foot) _____ #

R Source Water Frontage (choose only one)

☐ 1.Assr/PubRecd	☐ 4. Plat Map/Survey	☐ 7. Blueprints
☐ 2. Appraisal	☐ 5. Broker/Agent	☐ 8. Seller
☐ 3. Developer	☐ 6. Builder	☐ 9. Other – See Remarks

R Acres Est Total _____ • _____ # R Source of Acres _____

Total SqFt. of Lot Est _____ # Source of SqFt Lot _____

- Lot Info Source Codes:
1. Appraiser

2. Assessor/Public Record

3. Developer

4. Plat Map/Survey

5. Agent/Broker

6. Builder

7. Blueprints

8. Seller

9. Other – see Public Rmks

Lot Dimensions Est _____ X _____ # Front _____ Source of Lot Size Dim _____
Side

Wetland Acreage Est _____ # Source of Wetland Acreage _____

Pasture Acreage Est _____ # Source of Pasture Acreage _____

Tillable Acreage Est _____# Source of Tillable Acreage _____

Wooded Acreage Est _____ # Source of Wooded Acreage _____

Corn Acreage Est _____# Source of Corn Acreage _____

Soybean Acreage Est _____# Source of Soybean Acreage _____

Lot Info Source Codes:

1. Appraiser
2. Assessor/Public Record
3. Developer
4. Plat Map/Survey
5. Agent/Broker
6. Builder
7. Blueprints
8. Seller
9. Other – see Public Rmks

Only Acres Estimated and Source Code are required. May also complete other fields and sources.

Certified Survey Available ☐ Yes ☐ No Approved Plat Map Available ☐ Yes ☐ No

R - Hobby Farm: Yes ☐ No ☐

Hobby Farm = A small farm generally not income producing.

If yes, please see related Farm/Hobby Farm Fields & Features required to be completed on page 8.

R - Farm: Yes ☐ No ☐

Farm: Generally an income producing Farm. Also see Commercial Property Type.

If yes, please see related Farm/Hobby Farm Fields & Features required to be completed on page 8.

R Directions to Property: Start from a neutral location and clearly identify route. (Limit: 150 characters including spaces and punctuation).

REMARKS and SHOWING INFORMATION GUIDELINES:

- You must leave space between words. Remember to leave a blank space after punctuation.
- Describe the property, not the potential buyer. Use only standard abbreviations.
- Remarks Public: Shows on MLS Customer displays, in the Collab Center, on IDX (public) websites. Please refer to MLS Rules Section 4 for complete Public Remarks guidelines. (Limit 4000 characters including spaces and punctuation).
- Remarks Inclusion Public: To use for what is not listed in Features Option. (Limit 150 characters including spaces and punctuation.)
- Remarks Exclusion Public: To use for what is not listed in Features Option. (Limit 150 characters including spaces and punctuation.)
- Remarks Private: "Agent to Agent". Shows only on Paragon's Agent Confidential (member only) displays. Not intended for public displays. Do not include confidential information. (Limit of 450 characters including spaces and punctuation.)
- Showing Information Private: "Agent to Agent". Shows only on Paragon's Agent Confidential (member only) displays. Not intended for public displays. Do not include confidential information. (Limit of 300 characters including spaces and punctuation).

Remarks Public: Required if any field or feature is marked "Other – See Remarks". (Limit 4000 characters including spaces and punctuation).

Remarks Private: for Member Only: (Limit 450 characters including spaces and punctuation).

Showing Information Private for Member Only: (Limit of 300 characters including spaces and punctuation).

Seller Restriction Options on Internet Display of Listings- see RANW MLS Rules & Regulations for additional information and check your Company Policy.

Listing Maintenance “LIM” default settings: Default is set to indicate YES, meaning there are NO restrictions, listing should be included in the RETS feeds and also there are no restrictions on the listing. If you want to restrict the listing for any of the following, then you must indicate a NO.

- R

1. Yes ☐ NO ☐

Include on Internet/ IDX = Default is Yes to include listing.
Do not restrict Listing from being shown on any/all public Internet websites including Listing Company site, IDX, REALTOR.com, VOW sites, or 3rd party aggregate sites as allowed by Listing Company.
- R

2. Yes ☐ NO ☐

VOW Include = Default is Yes to include listing. Do not restrict listing from VOW sites.
- R

3. Yes ☐ NO ☐

Include Inter/IDX w Addr = Default is Yes, to include listing.
Do not restrict Listing Address from being shown on any/all public Internet websites including Listing Company site, IDX, REALTOR.com, VOW sites, or 3rd party aggregate sites as allowed by Listing Co.
- R

4. Yes ☐ NO ☐

IDX w AVM = Default is Yes, to include listing.
Do not restrict IDX sites from using an Automated Valuation Module (AVM) for this listing and/or hyperlinks to value estimates.
- R

5. Yes ☐ NO ☐

VOW w AVM = Default is Yes, to include listing.
Do not restrict VOW sites from using an Automated Valuation Module (AVM) for this listing and/or hyperlinks to value estimates.
- R

6. Yes ☐ NO ☐

IDX w Comment = Default is Yes, to include listing.
Do not restrict IDX sites from using a 3rd party blog, comments, and/or reviews for this listing and/or hyperlinks to same.
- R

7. Yes ☐ NO ☐

VOW w Comment = Default is Yes, to include listing.
Do not restrict VOW sites from using a 3rd party blog, comments, and/or reviews for this listing and/or Hyperlinks to same.

FEATURE DIRECTIONS: By checking a feature, you are indicating that this feature is part of the property or included in the sale. You must check at least one feature in every required category. If you check ‘Other-See Remarks’ for a required feature, you must include an explanation in the Public Remarks field. All features selected will appear on the All Fields Detail report in Paragon; other displays such as the Agent Confidential and Customer Full may have a different/limited number or selection of features.

UA = UTILITES AVAILABLE TO PARCEL(S) (Required) :

☐ All Underground

☐ Electric

☐ None

☐ Telephone

☐ High Speed Internet Available

☐ Cable

☐ Natural Gas

☐ Other – See Remarks

☐ Some Underground

WI = WATER SYSTEM AVAILABLE/INSTALLED (Required):

- ☐ Community Well Available ☐ No Water ☐ Sand Point Well Installed ☐ Water Lateral in Road ☐ Well on Site, Private
☐ Municipal Water Available ☐ Other – See Remarks ☐ Shared Private Well Available ☐ Water Lateral to Lot Line

WD = WASTE DISPOSAL SYSTEM (Required):

- ☐ At Grade – Septic Installed ☐ In Sanitation District ☐ No Waste Presently ☐ Sewer Lateral in Road
☐ Conventional Septic – Installed ☐ Mound Septic – Installed ☐ Other – See Remarks ☐ Sewer Lateral to Lot Line
☐ Holding Tank – Required ☐ Municipal Sewer Avail ☐ Perk Appr. ☐ Shared Municipal Waste

LD = LOT DESCRIPTION (Required):

- | | | | |
|---|---|--|--|
| ☐ Golf Course Adjacent | ☐ Exposed Lower Possible | ☐ Sloping | ☐ 5+ Unit Lot |
| ☐ Adj. to Park/Public Land | ☐ Land Lock/Interior | ☐ Rural Subdivision | ☐ Farm-Working |
| ☐ City | ☐ Level | ☐ Rural Not Subdivision | ☐ Farm Non-Working |
| ☐ Corner | ☐ Limited/Non-Buildable | ☐ Suburban | ☐ Adjacent to ATV & Snowmobile Trail |
| ☐ Cul-De-Sac | ☐ Other-See Remarks | ☐ Wetland/Marsh | ☐ Subject to Shoreland Zoning & Regulations |
| ☐ Deeded Access | ☐ Rectangular | ☐ Wooded | ☐ Hobby Farm Working |
| ☐ Existing Condo Plat | ☐ Rolling | ☐ Duplex Lot | ☐ Hobby Farm Non-Working |

IP = IMPROVEMENTS ON SITE (Required):

- ☐ Driveway In ☐ Fence In ☐ Sidewalks In ☐ Storm Water Pond ☐ Garage
☐ Existing Curb Gutters ☐ Other – See Remarks ☐ Slab Foundation In ☐ Streetlights ☐ None

AL = ALLOWED/ MISCELLANEOUS:

- ☐ Easements ☐ Horses Allowed ☐ Res Structure – Little/No Value ☐ Storage Building Allowed
☐ Fences Allowed ☐ Near Bus Line ☐ Shed Allowed ☐ Trailer/RV Parking Allowed

ZO = ZONING (Required):

- | | | | | |
|--|--|---|---------------------------------------|--|
| ☐ 2 Family/Duplex | ☐ Condominium | ☐ Multi-Family (3 units) | ☐ P.U.D. | ☐ Multi-Family (4 units) |
| ☐ Agricultural | ☐ Historic District | ☐ Non-Conforming | ☐ Recreational | ☐ Multi-Family (5+ Units) |
| ☐ Commercial | ☐ Industrial | ☐ Other – See Remarks | ☐ Residential | ☐ Manufacturing |
| | | | | ☐ Multi-Family |

OW = WATER FEATURES OTHER:

- | | | | | |
|--|---|--|---|--|
| ☐ Deeded Water Acc/No Frontage | ☐ Boat House | ☐ No Motor Lake | ☐ Wake Limits | ☐ Pond-Shared |
| ☐ Divided/Separated Access (1 parcel) | ☐ Boat Ramp/Lift | ☐ Motorized Lake | ☐ Water Ski Lake | ☐ Quarry |
| ☐ Water View-No Deeded Access | ☐ Boat Slip | ☐ Electric Motor Only | ☐ Creek/Stream | ☐ Other-See Remarks |
| ☐ Water View with Deeded Access | ☐ Dock/Pier | ☐ No Wake Lake | ☐ Pond-Private | |

RO = ROADS (Required):

- ☐ Gravel Road ☐ None ☐ Paved ☐ Private Road ☐ Unpaved ☐ Other-See Remarks

DO = DOCUMENTS ON FILE:

- ☐ Appraisal
- ☐ Flood Plain Letter
- ☐ Restrictive Covenant Report
- ☐ Subdivision Restrictions
- ☐ Well Test
- ☐ Blueprint
- ☐ OCC Certificate
- ☐ Seller Condition Report
- ☐ Survey
- ☐ SA Aerial Map
- ☐ Deeded Access
- ☐ Prior Title Policy
- ☐ Septic Report
- ☐ Tax Bill
- ☐ Soil Map
- ☐ Other Documents

TI = TERMS INFORMATION:

- ☐ Additional Land Available
- ☐ In Subdivision
- ☐ Sell in Entirety
- ☐ Use Value
- ☐ Area Grant Available
- ☐ Auction*
- ☐ Land Contract
- ☐ Seller Lease back
- ☐ Will Divide
- ☐ Assumable
- ☐ Exchange
- ☐ Owner May Assist
- ☐ Tenant Occupied/Leased

*Indicates required RANW MLS Auction form attached.

Complete the Fields and Features on page 7 if the listing is a Hobby Farm or Farm.

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The information provided by the sellers or other third-party sources has not been verified by the broker or the broker’s subagents and said parties take no responsibility for the accuracy of the information given.

Farm/Hobby Farm Fields & Features

FARM or Hobby Farm TYPE: (FT)

☐ Crop-Cash	☐ Livestock	☐ Beef	☐ Hogs	☐ Other-See Remarks	☐ Tobacco
☐ Dairy	☐ Organic	☐ Fish	☐ Orchard	☐ Produce	☐ Tree
☐ Horse	☐ Tree	☐ Goats			☐ Farm-Non Working

Farm or Hobby Farm LAND TYPE: (LT)

☐ Easements	☐ Federal State Land	☐ Pasture	☐ Tillable	☐ Wetland/Marsh	☐ Wooded
☐ Other – See Remarks					

Farm or Hobby Farm Outbuildings

☐ Barn(s)	☐ Chicken House	☐ Farm Home -	☐ Finishing House	☐ Horse Barn	☐ Machine Shed	☐ Out-Building(s)	☐ Silo(s)
☐ Calf Barn(s)	☐ Corn Crib(s)	☐ Little or No Value	☐ Granary	☐ Kennels	☐ Milk House	☐ Pole-Building(s)	☐ Third Barn
☐ Cattle Shed	☐ Farm Home	☐ Farrow House	☐ Hog House	☐ Loafing Shed	☐ Other – See Remarks	☐ Second Barn	

Farm or Hobby Farm FEED STORAGE: (FS)

☐ Feed Bunk	☐ Grain Bin(s)	☐ None	☐ Other-See Rmks	☐ Silage Bunker(s)	☐ Silo(s)	☐ Unloader	☐ Wire Corn Crib(s)
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FW = FARM or Hobby Farm Special or Extra WATER SUPPLY: (FW)

☐ Lake/Pond	☐ Municipal Water	☐ None	☐ Other – See Remarks	☐ Spring	☐ Stream	☐ Well on Site-Private
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FARM or Hobby Farm INCLUDES FEATURES: (FL)

☐ 400+ Amp Service	☐ Electric Dryer	☐ Indoor Arena	☐ Other – See Remarks	☐ Shop Area	☐ Water in Pasture
☐ Auto Feed	☐ Fences	☐ Irrigation System	☐ Outdoor Arena	☐ Strip Cropping	
☐ Conveyor	☐ Gas Dryer	☐ Manure Storage	☐ Paddock	☐ Terraced Land	
☐ Drainage Ditch	☐ Generator	☐ N/A-None	☐ Second Residence	☐ Wash Rack	

Farmland Preservation/Woodland Tax Credit Y/N: ☐

Farmland Preservation/Woodland Tax Credit Expiration: _____

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