

BUSINESS OPPORTUNITY LISTING DATA ENTRY FORM

☐ Indicates Multiple Choice ☐ Indicates Single Choice * Indicates Required Field

LISTING INFORMATION

Listing Contract Date*	Expiration Date*	List Price*	Special Sale Provision*
Listing Type* Exclusive Agency Exclusive Right with Exception Exclusive Right to Sell Exclusion/Variable Commission			Listing Service Type* Full Service Limited Service Representation Seller Not Represented Seller Represented
Real Estate Included* Yes No		Business Name*	Year Established*

ADDRESS

Street Number*	Street Dir Pre	Street Name*	Street Type	Street Dir Post
Unit Number	No Unit #	City*	State*	Zip*
County*		Country*	Development	Levels
			Multi/Split Three or More	One Two
GeoLocation		Between US1 & River		
		Yes No		

FINANCIAL INFORMATION

Operating Expenses	Net Operating Income	Net Operating Income Type	Sale Includes	Number of Tenants
		Actual Projected	Building(s) and Land	2-3 Tenants
Annual Expenses	Annual TTL Schedule Income	Annual Income Type	Furniture/Fixtures	4-8 Tenants
		Actual Projected	Leases	8 or More Tenants
			Other	Single User

EXTERIOR INFORMATION

Property Style*						Use Code
Agriculture	Assembly Building	Business	Five or More	Hotel/Motel	Industrial	
Mixed Use	Office	Restaurant	Retail	Warehouse		

Business Type*				
Aeronautical	Agriculture	Arts and Entertainment	Assembly Hall	Assisted Living
Auto Dealer	Auto Service	Barber/Beauty	Bar/Tavern/Lounge	Car Wash
Child Care	Church	Commercial	Construction/Contractor	Concession Trailers/Vehicles
Convenience Store	Distribution	Distributor Routine Ven	Education/School	Farm
Fashion/Specialty	Flex Space	Florist/Nursery	Food and Beverage	Gas Station
Grocery	Heavy Weight Sales Service	Hotel/Motel	Industrial	Light Items Sales Only
Manufacturing	Marine/Marina	Medical	Mixed	Mobile/Trailer Park
Other	Personal Service	Professional/Office	Professional Service	Recreation
Research and Development	Residential	Restaurant	Retail	Shopping Center/Strip Center
Storage	Theater	Timberland	Veterinary	Warehouse
Wholesale				

Licenses

Beer/Wine	Liquor	None	Off Site	On Site	Other
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New Construction*	Property Condition	Proj. Completion Date
Yes No	Completed Fixer Pre-Construction Under-Construction Under-Renovation	

Audio Surveillance Notice Y/N

Yes No	
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Door Height	Door Width	Eaves Height	Road Frontage Feet	Garage Door Height
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EXTERIOR INFORMATION

Front Exposure

East	North	Northeast	Northwest	South
Southeast	Southwest	Undetermined	West	

Easements

All Sides	East Side	Electric Lines	Environmental	Ingress/Egress
Less Easement	North Side	Other	Pipelines	Prescriptive Right of Way
Preservation	South Side	Subject to Easement	Water Rights	West Side

Road Frontage*

Access Road	Alley	Business District	City Street	County Road	Divided Highway
Easement	Highway	Interchange	Interstate	Main Thoroughfare	None
Other	Private Road	Rail	State Road	Turn Lanes	

Road Surface Type*

Asphalt	Brick	Chip And Seal	Concrete	Dirt
Gravel	Limerock	Other	Paved	Unimproved

Road Responsibility

Private Maintained Road	Public Maintained Road	Road Maintenance Agreement
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Signage

Directory	None	On Building	Other	Pole Sign	Street Signage
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Adjoining Property

Airport	Church	Commercial	Hotel/Motel	Industrial
Multi-Family	Natural State	Professional Office	Railroad	Residential
School	Undeveloped	Vacant	Waterway	

Other Structures

Airplane Hangar	Annex	Containers	Garage(s)	Maintenance
Other	Outbuilding	Security Trailer	Storage	Workshop

Other Equipment

Compressor	Conveyor System	Dehumidifier	Feeding Stations	Fuel Tank(s)
Grease Trap	Intercom	Irrigation Equipment	Livestock Equipment	Loading Pens
Overhead Crane	Satellite Dish			

Vegetation

Bamboo	Fruit Trees	Mature Landscaping	Oak Trees	Trees/Landscaped	Wooded
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Lot Features

Central Business District	Corner Lot	Cul-De-Sac	Curb and Gutters	Drainage Canal
Farm	Fire Hydrant	Flood Insurance Required	Flood Zone	Historic District
In City Limits	Industrial Condo	Industrial Park	Interior Lot	Landscaped
Near Golf Course	Near Public Transit	Near Railroad Siding	Neighborhood	Other
Out Parcel	Oversized Lot	Railroad	Retail Condo	Retention Areas
Retention Pond	Riparian Rights	Rolling Slope	Rural	Seaport
Shopping Center	Sidewalks	Sloped	Special Taxing District	Street Lights
Street Paved	Suburb	Turn Around	Undeveloped	Waterfront
Wooded	Zoned For Horses			

Exterior Construction*

Asbestos	Block	Brick	Cement Siding	Concrete
ICFs (Insulated Concrete Forms)	Log	Metal Frame	Metal Siding	Other
SIP (Structurally Insulated Panel)	Stone	Stucco	Tilt Up Walls	Vinyl Siding
Wood Frame	Wood Frame (FSC)	Wood Siding		

Roof

Built-Up	Cement	Concrete	Membrane	Metal	Other
Roof Over	Shake	Shingle	Slate	Tile	

EXTERIOR INFORMATION

Garage/Parking Features

1 to 5 Spaces	6 to 12 Spaces	13 to 18 Spaces	19 to 30 Spaces	Airplane Hangar
Common	Curb Parking	Deeded	Electronic Car Charging Station	Ground Level
Lighted	None	Other	Over 30 Spaces	RV Parking
Secured	Under Building	Underground	Valet	

Foundation*

Basement	Block	Brick/Mortar	Concrete Perimeter	Crawlspace
Other	Pillar/Post/Pier	Slab	Stem Wall	Stilt/On Piling

Basement

Bath/Stubbed	Crawl Space	Daylight	Exterior Entry	Finished
Full	Interior Entry	Other	Partial	Unfinished

Building Features

Bathrooms	Clear Span	Columns	Common Lighting	Drive-Through
Dumpsters	Elevator	Elevator - None	Extra Storage	Fencing
Fiber Optic	Freight Elevator	Furnished	High Bays	Janitorial Services
Kitchen Facility	Lit Sign on Site	Loading Dock	Loft	Medical Disposal
On Site Shower	Other	Outside Storage	Overhead Doors	Pool/Spa
Ramp	Reception	Seating	Service Stations	Solid Surface Counter
Stone Counter	Trash Removal	Truck Doors	Truck Well	Waiting Room

LEGAL

Tax ID (Parcel Number)*	Tax Year*	Taxes (Annual Amount)*	Year Built*	Zoning
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Additional Parcels*	Total Number of Parcels	Additional Tax IDs (Seperate additional Tax IDs with a comma)
Yes No		

Legal Description (1000 character limit)*

Section*	Township*	Range*
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Plat Book/Page*	Block/Parcel*	Lot #*	Alt Key/Folio
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Complex/Development Name	Subdivision #
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Complex/Community Name	Census Tract	Census Block
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Legal Subdivision Name

LOT AND BUILDING INFORMATION

Total Acreage*	Flood Zone Code*	Flood Zone Date	Flood Zone Panel
0 to less than 1/4	1/4 to less than 1/2		
1/2 to less than 1	1 to less than 2		
2 to less than 5	5 to Less than 10	Lot Dimensions	Lot Size Square Footage* Lot Size Acres*
10 to less than 20	20 to Less Than 50		
50 to Less Than 100	100 to Less than 200	Office/Retail Space SqFt	Flex Space SqFt Front Footage
200 to Less Than 500	500+ Acres		
Non-Applicable			

PARCEL

Total Units on Property

Total Number of Buildings*

Future Land Use

INTERIOR INFORMATION

SqFt Heated

SqFt Heated Source

Freezer Space

Appraisal

Builder

Measured

Owner provided

Public Records

Yes

No

SqFt Total*

SqFt Total Source

Converted Residence

Appraisal

Builder

Measured

Owner provided

Public Records

Yes

No

Ceiling Height

8 to 9 Feet

10 to 15 Feet

16 to 22 Feet

23+ Feet

Varied

Appliances Included

Dishwasher	Dryer	Microwave	Refrigerator	Touchless Faucet
Touchless Hand Dryers	Washer			

Utilities

BB/HS Internet Capable	Electrical Nearby	Electricity Available	Emergency Power	Natural Gas Available
Other	Phone Available	Private	Public	Sewer Nearby
Solar	Telephone Nearby	Water Connected	Water Nearby	

Sewer

Aerobic Septic	None	Other	PEP-Holding Tank	Private Sewer
Public Sewer	Septic Needed	Septic Tank		

Water

Canal/Lake for Irrigation	None	Private	Public	See Remarks	Well	Well Required
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Heating and Fuel

Baseboard	Central	Central Building	Central Individual	Electric
Exhaust Fans	Gas	Heat Pump	Heating Recovery Unit	Natural Gas
None	Oil	Other	Partial	Propane
Radiant Ceiling	Reverse Cycle	Solar	Space Heater	Wall Furnace
Wall/Window Units	Zoned			

Air Conditioning*

A/C - Office Only	Central Air	Humidity Control	Mini-Split Unit(s)	None
Other	Wall/Window Unit(s)	Zoned		

Electrical Service

100 Amp Service	150 Amp Service	200+ Amp Service	3 Phase	110 Volts
220 Volts	440 Volts	Generator	Generator Hook-Up	Other
Separate Meters				

Security Features

Closed Circuit Camera(s)	Fire Alarm	Fire Sprinkler System	Gated Community	Key Card Entry
Secured Garage/Parking	Security Gate	Security Lights	Security System	Security System Leased
Security System Owned	Smoke Detector(s)	Touchless Entry		

Accessibility Features

Accessible Approach	Accessible Bedroom	Accessible Living Area	Accessible Closets	Accessible Common Room
Accessible Doors	Accessible Elec. and Envir. Controls	Accessible Elevator Installed	Accessible Entrance	Accessible for Hearing-Impairment
Accessible Full Bath	Accessible Guest Bathroom	Accessible Hallway(s)	Accessible Kitchen	Accessible Kitchen Appliances
Accessible Stairway	Accessible Washer/Dryer	Ceiling Track for Chair Lift	Central Living Area	Customized Wheelchair Accessible
Enhanced Accessible	Exterior Wheelchair Lift	Grip-Accessible Features	Stair Lift	

Interior Information

Floor Covering

Bamboo	Brick/Stone	Carpet	Ceramic Tile	Concrete
Cork	Engineered Hardwood	Epoxy	Forestry Stewardship Certified	Granite
Laminate	Linoleum	Luxury Vinyl	Marble	Other
Parquet	Porcelain Tile	Quarry Tile	Reclaimed Wood	Recycled/Composite Flooring
Slate	Terrazzo	Tile	Vinyl	

Ceiling Type

Acoustical	Drywall	Insulation/Vinyl	None	Plaster
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Window Features

Aluminium Frames	Blinds	Display Windows	Double Pane Windows	Drapes	ENERGY STAR Qualified Windows
Impact Glass/Storm Windows	Insulated Windows	Low Emissivity Windows		Rods	Shades
Shutters	Solar Screens	Thermal Windows	Tinted Windows	Window Treatments	Wood Frames

SPACE

Class of Space	Space Type			# of Hotel/Motel Rooms	# of Conference/Meeting Rooms
	New	Re Let	Sub Let		

# of Restrooms	# of Bays (Dock High)	# of Bays (Grade Level)	# of Offices
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OWNER

Management Type

Owner Manager	Professional Off Site	Professional On Site
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Owner Name	Owner Phone
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Property Manager	Property Mgr Phone
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Ownership*

Condominium	Corporation	Franchise	Other	Partnership	Sole Proprietor
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CONDO INFORMATION

Condo Environment	Condo Fees	Condo Fees Term	
		Annual	Monthly
		Quarterly	Semi Annual

Association / Manager Contact Name	Association / Manager Email
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Association / Manager Contact Phone	Association / Manager Website Address
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COMMUNITY/PETS

Community Features

Activity Core/Center	Airport/Runway	Beach Area	Curbs	Expressway
Sidewalk	Stream Seasonal			

Pets Allowed

No	Yes - See Condo Docs
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WATER INFORMATION

Water Access*

Yes No

Water Access				
Bay/Harbor	Bayou	Beach - Access Deeded	Beach	Brackish Water
Canal - Brackish	Canal - Freshwater	Canal - Saltwater	Creek	Freshwater Canal w/ Lift to Saltwater Canal
Gulf/Ocean	Gulf/Ocean to Bay	Intracoastal Waterway	Lagoon/Estuary	Lake
Lake - Chain of Lakes	Limited Access	Marina	Pond	River

Water View*

Yes No

Water View				
Bay/Harbor - Full	Bay/Harbor - Partial	Bayou	Beach	Canal
Creek	Gulf/Ocean - Full	Gulf/Ocean - Partial	Gulf/Ocean to Bay	Intracoastal Waterway
Lagoon/Estuary	Lake	Lake - Chain of Lakes	Marina	Pond
River				

Water Extras*

Yes No

Water Extras				
Assigned Boat Slip	Boat Port	Boat Ramp - Private	Boathouse	Boats - None Allowed
Bridges - Fixed	Bridges-No Fixed Bridges	Davits	Fishing Pier	Lift
Lift - Covered	Lock	Minimum Wake Zone	No Wake Zone	Powerboats-None Allowed
Private Lake Dues Req	Riprap	Sailboat Water	Seawall - Concrete	Seawall - Other
Skiing Allowed				

Water Frontage*

Yes No

Water Frontage			
Bay/Harbor	Footage	Bayou	Footage
Beach	Footage	Brackish Water	Footage
Canal - Brackish	Footage	Canal - Freshwater	Footage
Canal - Front	Footage	Canal - Saltwater	Footage
Creek	Footage	Freshwater Canal w/ Lift to Saltwater Canal	Footage
Gulf/Ocean	Footage	Gulf/Ocean to Bay	Footage
Intracoastal Waterway	Footage	Lagoon/Estuary	Footage
Lake	Footage	Lake - Chain of Lakes	Footage
Marina	Footage	Pond	Footage
Riparian Rights	Footage	River	Footage

Water Name(s)

Additional Water Information

DOCK INFORMATION

Dock Y/N

YesNo

Dock Description

2 Point Moorage	3 Point Moorage	4 Point Moorage	CATV	Clubhouse
Dock - Composite	Dock - Concrete	Dock - Covered	Dock - Open	Dock - Slip 1st Come
Dock - Slip Deeded Off-Site	Dock - Slip Deeded On-Site	Dock - Wood	Dock w/Electric	Dock w/o Electric
Dock w/o Water Supply	Dock w/Water Supply	Dry Dock	Fish Cleaning Station	Floating Dock
Harbormaster	Internet	Lift	None	Other
Restroom/Shower	Wet Dock			

Dock Lift Capacity

Dock Year Built

Dock Dimensions

Dock Maintenance Fee

Dock Maint. Fee Frequency

AnnualMonthly

N/AQuarterly

GREEN INFORMATION

Choices for Green Building Verification Type are below.

Certified Passive House	EarthCraft House	ENERGY STAR Certified Homes	EnerPHit
EPA Indoor Air Quality Plus	FGBC Green Certified Building	FGBC Green Certified Home	FGBC Remodel
Florida Certified Yard	Florida Friendly Landscape	Florida Friendly Yard Recognition	Florida Green Lodging
Florida Water Star	FORTIFIED for Safer Living	Geothermal HVAC	HERS Index Score
Home Energy Score	Home Energy Upgrade Cert. of Energy Efficiency Improvements	Home Energy Upgrade Cert. of Energy Efficiency Performance	Home Performance w/ ENERGY STAR
LEED Certified Building	LEED For Homes	LEED Neighborhood Development	Living Building Challenge
Pearl Certification	PHIUS+	NAHB Certification	NGBS New Construction
NGBS Small Projects Remodel	NGBS Whole-Home Remodel	Other - Specify in Remarks	WaterSense
Zero Energy Ready Home			

Choices for Green Verification Source are below

Administrator	Assessor	Builder	Contractor or Installer	Other - See Remarks
Owner	Program Sponsor	Program Verifier	Public Records	

Choices for Green Verification Status are below

Complete	In Process
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Building Verification Type	Status	Year	Version	Body	Metric	Rating	Source	URL

GREEN INFORMATION

Green Sustainability

Conserving Methods	Onsite Recycling Center	Recyclable Materials	Recycled Materials	Regionally-Sourced Materials
Renewable Materials	Salvaged Materials			

Green Energy Generation

Hydro Power	Solar	Wind
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Solar Panel Ownership

Leased/Assumable	Leased/Non-Assumable	Owned
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Green Energy Features

Appliances	Doors	Energy Monitoring System	HVAC	Insulation	Lighting
Pool	Roof	Thermostat	Water Heater	Windows	

Green Water Features

Drip Irrigation	Efficient Hot Water Distribution	Gray Water System	Green Infrastructure	Irrig. System-Drip/Microheads
Irrig. System-Rainwater from Ponds	Irrig. System-Reclaimed Water	Low-Flow Fixtures	Water Recycling	Water-Smart Lanscaping
Whole House Water Purification				

Disaster Mitigation

Above Flood Plain	Fire Resistant Exterior	Fire/Smoke Detection Integration	Hurricane Insur. Deduction Qual.
Hurricane Shutters / Windows	Lightning Protection System	Safe Room	

Indoor Air Quality

Air Filters MERV 10+	Containment Control	HVAC Cartridge/Media Filter	HVAC Filter MERV 8+
HVAC UV/Elec. Filtration	Integrated Pest Management	Janitor Closet Neg Pressurized	Moisture Control
No Smoking - Interior Bldg	No/Low VOC Cabinets/Counters	No/Low VOC Flooring	No/Low VOC Paint/Finish
Non-Toxic Pest Control	Sealed Combustion	Ventilation	Whole House Vacuum System

REALTOR INFORMATION

Financing Available

Assumable	Cash	Conventional	Exchange/Trade	FHA
Lease Back	Lease Option	Lease Purchase	Other	Owner Financing
Private Financing Available	Special Funding	USDA	VA	

Realtor Information

3rd Party Approval Req	Assoc Approval Required	Brochure Available	CDD Addendum Required	Confidentiality Letter Req
Contract for Deed	Docs Available	Engineering Report	Environ. Report Available	Floodway
Floor Plan Available	Foreign Seller	In-Foreclosure	Lease Restrictions	Leasing Not Allowed
List Agent is Owner	List Agent is Related to Owner	No Sign	Pre-Foreclosure	Remediation Accomplished
Remediation in Progress	Right of First Refusal	Scrub Jay - Check w/County	See Attachments	Survey Available
Termite Bond/Warranty	Will Sell 1 Lot	Will Subdivide	Zoning Grandfathered In	

Realtor Information Confidential

Bldr Home-Register Prosp	Bonus to Selling Office	Go To Site	In-Foreclosure	Pre-Foreclosure
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Disclosures

Condo Disclosure Available	Environmental Disclosure	HOA/PUD/Condo Disclosure	Land Sales Disclosure	Lead paint
None	Other	PACE Loan Disclosure	Seller Property Disclosure	Sinkhole Disclosure
Superfund				

Possession

Close of Escrow	Negotiable
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AGENT/OFFICE

List Agent ID*	Agent Name and Information*	Office Name and Information*
List Agent 2 ID	Agent Name and Information	Office Name and Information
Team Name	Interoffice Info	

SELLER'S PREFERRED CLOSING AGENT

Closing Agent Name		Closing Company Name		
Email	Phone	Fax		
Street Number	Street Name	City	State	Zip

COMPENSATION

Single Agent Comp*	Non Rep Comp*	Trans Broker Comp*	
Bonus Yes No	Bonus Amount	Bonus Expiration Date	Dual/Variable Compensation* Yes No

SHOWING INFORMATION

Call Center Phone Number	ShowingTime Secure Remarks
Occupant Type Owner Tenant Vacant	

Showing Instructions*

24 Hour Notice	Appointment Only	Call Agent 2	Call Before Showing	Call Listing Agent
Call Listing Office	Call Manager	Call Owner	Call Tenant	Contact Call Center
Dangerous Farm Animals on Site	Do Not Contact Tenants	Farm Animals on Site	Gate Code Required	Gate Key in Listing Office
Gate Key in Lock Box	Go Direct	Guard Dog	Key In Office	Key/Agent
Listing Agent Must Accompany	Lock Box Coded	Lock Box Electronic	Lock Box - CBS Code Required	Lock Box No Call
Locked Gate	No Call Box	Other	See Remarks	Use Showing Button

Showing Considerations*

Combination Lock Box	Day Sleeper	Electricity Not On	Inconsistent Cell Service	Lockbox
Minimal or no Ext. Lighting	Minimal or no Int. Lighting	No AC	No Heat	No Lockbox
No Sign	Pet(s) on Premises	Remote/Limited Visibility from Road	Security System	See Remarks
To Be Built	Under Construction			

LISTING DISTRIBUTION

Internet*	IDX/VOW Display Comments*	IDX/VOW AVM*	Third Party*	Show Prop Address on Internet*
Yes No	Yes No	Yes No	Yes No	Yes No

MARKETING LINKS AND INFORMATION

Create Free Automatic Virtual Tour*	Virtual Tour Link 1	Web Link 1
Yes No		
Virtually Staged Listing Photos	Virtual Tour Link 2	Web Link 2
Public Remarks*		

Realtor Only Remarks

Driving Directions*

The owner has reviewed the foregoing information contained in this Data Entry Form and acknowledges the information to be true and correct to the best knowledge of the owner. The owner agrees to indemnify and hold harmless the My Florida Regional MLS DBA Stellar MLS (Stellar MLS), the Originating Board, and their employees, the Listing Broker and licensees, the Selling Broker and licensees, and all other cooperating Brokers and licensees against any and all claims or liability (including attorney fees) arising from any breach of warranty by Owner or from any incorrect information supplied by the Owner or from any facts concerning the Property which was known or reasonably should have been known to Owner but not disclosed by Owner. At the request of the Listing Broker, unless otherwise properly indicated on this Data Entry Report form, Stellar MLS will electronically transmit information about the Owner's property to Internet web sites to aid in the marketing of the Property for sale. Stellar MLS shall retain and make available all such data and photographs to all its participants for an indefinite period. Stellar MLS assumes no responsibility or liability to Owner for errors or omissions on this Data Entry Form or in the Stellar MLS computer system. The Owner hereby authorizes Listing Broker to file this Data Entry report form with the Stellar MLS and the Owner will provide timely notice of all status changes.

Owner Signature*	Date*
Owner Signature*	Date*
Broker Signature*	Date*