

# Matrix Multifamily Input Form

\*Denotes required information that must be provided.

MLS #

## Address Information

\*Street Number  Street #2  Pre Direction  \*Street Name  \*Street Suffix

N, S, E, W

Lot #  \* State  \*Parish  \*City  Subdivision

\*City Limit Y/N  \* Zip  Zip +4  Neighborhood

\*Bounding Streets

## Listing Information

\*Dwelling Type  \*Listing Type  \*List Price  Association

Directions

Legal Description

## Unit Information (Use page 3 to add additional units)

\*Total # Units  Total Rent \$  \*Appx Living Area  \*Sqft Source  \*Total Bedrooms All Units  \*Total Full Baths  \*Total Half Baths

Unit #  Rent \$  Appx Liv  Beds  Baths Full  Baths Half  \*Stories  \*Approx Age

\*Age Description 1  \*Age Description 2 (Max Value=3)  Yr Rem/Yr Ren/Yr Built  \*Elevation Cert Avail Y/N  Acres  \*Lot Size

\*Condition  To Be Built  Under Construction  Never Occupied  Age Unknown  Historic  All Original  Remodeled Structure-All Major Mechanical Systems  Renovated Cosmetic Changes at least 50% total living  Under Renovation  None

\*Condition  Elementary School  Middle School  Junior School  High School

\*Car Storage (Max Value=2)  Builder  Water Frontage  Navigable Y/N  Lot Description (Max Value=2)

1-One  
2-Two  
3+-Three or More AS-  
Assigned  
AT-Attached  
CP-Carport  
CV-Covered  
DE-Detached  
DR-Driveway Only  
GR-Garage  
LT-Lot  
NO-None  
OF-Off Street Parking

Home Owner Fee Terms

AC1-1-5 Acres  
AC2-6-10 Acres  
AC3-11-20 Acres  
AC4-20+ Acres  
ACR-Acre  
CND-Condo  
COR-Corner  
CUL-Cul-De-Sac  
FAR-Farm  
GAT-Gated Community  
GCC-Golf Course  
Community GCF-Golf Course  
Front GCV-Golf Course  
View IRR-Irregular  
LEV-Levee  
OVR-Oversized  
PAS-Pasture  
PAT-Patio/Garden Home  
REG-Regular

\*Sold As Is WOR Y/N  \*Measure Apx Not Guaranteed Y/N  \*Sold With Covenants/Restrictions Y/N/Unknown

## Remarks

Public Remarks for NOM Website and Public Viewing

Agent Remarks

**General Features**

\*Style  \*ADA Features Y/N  \*Termite Cont Y/N  Elevator Y/N  \*Elevation Cert Avail. Y/N  Warranty Y/N

\*Water  \*Electricity  \*Gas  \*Sewer Type  Laundry

Utilities Paid By:

Water  Elec  Gas  Meter Set Up  Energy Efficient Features (max value = 5)  Pool Type (max values = 2)

- 3rd Party Certification
- Enhanced Air Filtration
- Energy Star Appliances
- HVAC 16Seer+
- Water Heater Insulation
- Native/Drought Resistant Landscaping
- Low Flow Plumbing
- Lighting
- Solar
- Windows

- AG-Above Ground
- CO-Community
- HE-Heated
- HS-Heated Solar
- IN-Inground
- NO-None
- SW- Salt Water

Green Bldg Cert Attached Y/N

\*Foundation (max values = 2)

- OTH-Other
- RAI-Raised
- SLA-Slab

\*Air (max values = 2)

\*Roof (max values = 2)

\*Exterior (max values = 3)

Exterior Features (max values = 8)

- AS-Aluminum Siding
- BR-Brick
- BW-Blue Wood Siding CD-
- Cedar
- CI-Cinder Block
- CO-Concrete
- FR-Frame
- HP-Hardy Plank
- IC-Insulated Concrete Forms
- LO-Log
- ME-Metal
- MO-Modular or Panelized
- Const. OT-Other
- RE-Reclaimed Materials
- SB-Straw Bale
- SI-Siding
- SP-Structural Insulated
- Panels ST-Stucco
- VS-Vinyl Siding
- WS-Wood Siding

- BA-Balcony
- BRP-Boat/RV Parking
- BY-Bayou
- CK-Creek
- CL-Canal
- CY-Courtyard
- DK-Dock
- DP-Driveway Permeable Surface
- FE-Fence
- LK-Lake
- OEB-Outdoor Entertainment Area Bay Avg
- Patio
- OK-Outdoor Kitchen
- OS-Outdoor Shower
- OSP- Outdoor Speakers
- PD-Pond
- PO-Porch
- POS-Porch Screened In
- PR-Pier
- RR-River
- SEC-Security Cameras
- SP-Sprinkler System
- TC-Tennis Court
- TV-TV/Monitor
- WS-Window Screens

- 1-One 2-
- Two
- 3+-Three or More
- C-Central
- DW-Ductless Wall Unit
- GE-Geothermal
- HP-Heat Pump
- NO-None
- OT-Other
- WU-Window Unit

- ASB-Asbestos
- ASP-Asphalt
- DUR-Dura Slate
- ESR-ENERGY STAR Rated Material
- FLA-Flat
- GRA-Gravel
- GRL-Green Living
- MEM-Membrane
- MET-Metal
- OTH-Other
- REF-Reflective Metal
- ROL-Rolled
- SEA-Seal Tab
- SHA-Shake
- SHI-Shingle
- SLA-Slate
- WOO-Wood

\*Heat (max values = 2)

- 1-One 2-
- Two
- 3+-Three or More
- C-Central
- DW-Ductless Wall Unit
- F-Floor
- G-Gas
- GE-Geothermal
- H-Heat Pump
- NO-None
- OT-Other
- WU-Window Unit

**Listing Office/Financial Information**

\*List Agent MLS ID  \*Agent Name  Phone  Email  Office Name

List Broker Code  Office Phone

Co Agent MLS ID  Co Agent Name  Phone  Email  Office name

Co List Broker Code  Office Phone

**Listing & Compensation**

\*Commission TCMP Type  \*Comm To Coop Member  \*Shown by (max values = 2)  Shown By 2  Appointment Contact Phone

\$ %

- A-Appointment
- K-Key
- L-GSREIN BT Box Only
- V-Vacant
- D-Drive By
- W-Walk through
- S-Showing Time
- 24-24 Hour Access
- CU-Customized Hours
- ST-Standard 8am-9pm or Daylight 9am-10pm

\*Data Co-op Commission Type

\*Commission Data Co-op

\*VOW Y/N  \*Public Address Y/N  \*VOW Comments Y/N  \*VOW AVM Y/N  \*Internet Y/N  \*IDX Websites Y/N

\*Entered By \_\_\_\_\_ \*Entered Where \_\_\_\_\_

**Financial Information**

Owner May Finance Y/N  Bond for Deed Y/N  \*Les Purch Poss Y/N  Potntl Short Sale Y/N/U  \*3rd Party REO

Office Special Information

Owner Name  Home Phone  Other Phone

Spouse Name  Home Phone  Other Phone

Occupant Name  Home Phone  Other Phone

Seller Email Address

Key #  Keybox #  Alarm Code  Alarm Phone

**List/Date**

\*List Date  \*Expiration Date

**Showing Instructions**

Showing Instructions (66 characters)

Showing Assist Showing Instructions (170 Characters)

Unbranded Virtual Tour

**Additional Unit Information**

Unit #	Rent \$	Appx Liv	Beds	Baths Full	Baths Half
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Unit #	Rent \$	Appx Liv	Beds	Baths Full	Baths Half
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Unit #	Rent \$	Appx Liv	Beds	Baths Full	Baths Half
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Unit #	Rent \$	Appx Liv	Beds	Baths Full	Baths Half
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Unit #	Rent \$	Appx Liv	Beds	Baths Full	Baths Half
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**Additional Room Information - Required for all existing rooms**

*Room Type	*Dimension 1	*Dimension 2	*Ceiling Height	*Flooring
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\*Level

*Room Type	*Dimension 1	*Dimension 2	*Ceiling Height	*Flooring
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\*Level