

***NYS Required Fields
Listing Maintenance***

Required Fields—RES

Add New Listing

 Property Type	RES	 Desc
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Listing Status	A	 Desc
 County		 Desc
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Street Number		
 Street Name		
 Tax Map Number		
 Zip Code		 Desc 
 Nearest Cross Street		
 School District Name		 Desc 
 Square Footage		
 Listing Type	ER	 Desc
 Year Description	EXT	 Desc
 Year Built		
 Lot Dimension - Frontage		
 Lot Dimension - Depth		
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 Owner 1 First Name		
 List Date		
 Expiration Date		

MY SIDEBAR

Required Fields—RES

Add New Listing

R Special Conditions-Call LBrk	N	▼ Desc
R Show Appt Phone Description		▼ Desc
R Showing Instructions		▼ Desc
R Compensation - Broker Agent		
R Compensation - Buyer Broker		
R Compensation - Subagent		
R Negotiation With	LBONLY	▼ Desc
R Style of Residence		▼ Desc
R Driveway Description		▼ Desc
R Lot Information		▼ Desc
R Exterior Construction		▼ Desc
R # of Garage Spaces		
R Basement Description		▼ Desc
R Attic Description		▼ Desc
R On Waterfront Y/N	N	▼ Desc
R Directions to Property		▼
R # Bedrooms 1st Floor		
R # Bedrooms 2nd Floor		
R # Bedrooms 3rd Floor		
R # Bedrooms Basement	0	
R # Full Baths 1st Floor	0	
R # Full Baths 2nd Floor	0	
R # Full Baths 3rd Floor	0	
R # Full Baths Basement	0	
R # Half Baths 1st Floor	0	
R # Half Baths 2nd Floor	0	

MY SIDEBAR

Required Fields—RES

Add New Listing

R # Half Baths 3rd Floor	<input type="text" value="0"/>	
R # Half Baths Basement	<input type="text" value="0"/>	
R # of Rooms	<input type="text"/>	
R # of Stories	<input type="text" value="0"/>	
R # Full Baths - Total	<input type="text" value="0"/>	
R # Half Baths - Total	<input type="text" value="0"/>	
R Total Baths	<input type="text" value="0.0"/>	
R # Bedrooms -Total	<input type="text"/>	
R Additional Exterior Features	<input type="text"/>	▼ Desc
R Kitchen/Dining Description	<input type="text"/>	▼ Desc
R Kitchen Equip/Apppl Included	<input type="text"/>	▼ Desc
R Floor Descripton	<input type="text"/>	▼ Desc
R # Fireplaces - Artificial	<input type="text" value="0"/>	
R # Fireplaces - Freestanding	<input type="text" value="0"/>	
R # Fireplaces - Gas	<input type="text" value="0"/>	
R # Fireplaces - Not Rep to Code	<input type="text" value="0"/>	
R # Fireplaces - Pellet	<input type="text" value="0"/>	
R # Fireplaces - Woodburning	<input type="text" value="0"/>	
R # Fireplaces - Woodstoves	<input type="text" value="0"/>	
R # Fireplaces - Other	<input type="text" value="0"/>	
R # Fireplaces - Total	<input type="text" value="0"/>	
R Additional Interior Features	<input type="text"/>	▼ Desc
R Additional Rooms	<input type="text"/>	▼ Desc
R Foundation Description	<input type="text"/>	▼ Desc
R HVAC Type	<input type="text"/>	▼ Desc
R Sewer Description	<input type="text"/>	▼ Desc




MY SIDEBAR

Required Fields—RES

R Water Heater/Fuel	<input type="text"/>	▼ Desc
R Heating Fuel Description	<input type="text"/>	▼ Desc
R Water Resources	<input type="text"/>	▼ Desc
R Possible Financing	<input type="text"/>	▼ Desc
R Town/County Tax	<input type="text"/>	
R City/Village Tax	<input type="text"/>	
R School Tax	<input type="text"/>	
R Assessed Value	<input type="text"/>	
R Possession	<input type="text"/>	▼ Desc
R Internet Y/N	<input type="text" value="Y"/>	▼ Desc
R Internet Street Addr Y/N	<input type="text" value="Y"/>	▼ Desc
R IDX Y/N	<input type="text" value="N"/>	▼ Desc
R AVM Y/N	<input type="text" value="Y"/>	▼ Desc
R Blog Y/N	<input type="text"/>	▼ Desc

Required Fields—CND

Add New Listing

 Property Type	CND	 Desc
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Street Number		
 Street Name		
 Tax Map Number		
 Zip Code		 Desc 
 Nearest Cross Street		
 School District Name		 Desc 
 Square Footage		
 Listing Type	ER	 Desc
 Lot Dimension - Frontage		
 Lot Dimension - Depth		
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 Owner 1 First Name		
 List Date		
 Expiration Date		
 Special Conditions-Call LBrk	N	 Desc
 Show Appt Phone Description		 Desc
 Showing Instructions		 Desc
 Compensation - Broker Agent		
 Compensation - Subagent		
 Compensation - Buyer Broker		

Required Fields—CND

R Negotiation With	LBONLY	▼ Desc
R Type		▼ Desc
R Unit Floor Plan		▼ Desc
R Unit Location		▼ Desc
R Lot Information		▼ Desc
R Exterior Construction		▼ Desc
R Parking		▼ Desc
R # of Garage Spaces		
R Basement Description		▼ Desc
R Attic Description		▼ Desc
R On Waterfront Y/N		▼ Desc
R Directions to Property	▼	
R # Bedrooms 1st Floor		
R # Bedrooms 2nd Floor		
R # Bedrooms 3rd Floor		
R # Bedrooms Basement	0	
R # Full Baths 1st Floor	0	
R # Full Baths 2nd Floor	0	
R # Full Baths 3rd Floor	0	
R # Full Baths Basement	0	
R # Half Baths 1st Floor	0	
R # Half Baths 2nd Floor	0	
R # Half Baths 3rd Floor	0	
R # Half Baths Basement	0	
R # Bedrooms -Total		
R # Full Baths - Total	0	
R # Half Baths - Total	0	
R # of Rooms		
R Total Baths	0.0	
R Kitchen/Dining Description		▼ Desc

Required Fields—CND

R Kitchen Equip/Appl Included	<input type="text"/>	Desc
R Floor Description	<input type="text"/>	Desc
R # Fireplaces - Artificial	<input type="text" value="0"/>	
R # Fireplaces - Freestanding	<input type="text" value="0"/>	
R # Fireplaces - Gas	<input type="text" value="0"/>	
R # Fireplaces - Not Rep to Code	<input type="text" value="0"/>	
R # Fireplaces - Pellet	<input type="text" value="0"/>	
R # Fireplaces - Woodburning	<input type="text" value="0"/>	
R # Fireplaces - Woodstoves	<input type="text" value="0"/>	
R # Fireplaces - Other	<input type="text" value="0"/>	
R Additional Rooms	<input type="text"/>	Desc
R HOA Amenities	<input type="text"/>	Desc
R HVAC Type	<input type="text"/>	Desc
R Sewer Description	<input type="text"/>	Desc
R Water Heater/Fuel	<input type="text"/>	Desc
R Heating Fuel Description	<input type="text"/>	Desc
R Water Resources	<input type="text"/>	Desc
R Possible Financing	<input type="text"/>	Desc
R Town/County Tax	<input type="text"/>	
R City/Village Tax	<input type="text"/>	
R School Tax	<input type="text"/>	
R Assessed Value	<input type="text"/>	
R Annual Special Assessment	<input type="text" value="0"/>	
R Management	<input type="text"/>	Desc
R Possession	<input type="text"/>	Desc
R Internet Y/N	<input type="text" value="Y"/>	Desc
R Internet Street Addr Y/N	<input type="text" value="Y"/>	Desc
R IDX Y/N	<input type="text" value="N"/>	Desc

Required Fields—MUL

Add New Listing

 Property Type	MUL	 Desc
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Zip Code		 Desc 
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Street Number		
 Street Name		
 Tax Map Number		
 Nearest Cross Street		
 School District Name		 Desc 
 Square Footage		
 ListingType	ER	 Desc
 Lot Dimension - Frontage		
 Lot Dimension - Depth		
 List Agent Public ID		
 List Office Broker Code		
 List Agent Name		
 Owner 1 Last Name		
 Owner 1 First Name		
 List Date		
 Expiration Date		
 Show Appointment Phone		
 Show Appt Phone Description		 Desc

MY SIDEBAR

Required Fields—MUL

Add New Listing

R Showing Instructions	<input type="text"/>	▼ Desc
R Compensation - Broker Agent	<input type="text"/>	
R Compensation - Buyer Broker	<input type="text"/>	
R Compensation - Subagent	<input type="text"/>	
R Special Conditions-Call LBrk	<input type="text"/>	▼ Desc
G Negotiation With	LBONLY	▼ Desc
R Total # of Apartments	<input type="text"/>	
R Total # of Rooms	<input type="text"/>	
R # of Electric Meters	<input type="text"/>	
R # of Gas Meters	<input type="text"/>	
R # of Heating Units	<input type="text"/>	
R # of Stories	<input type="text"/>	
R # of Garage Spaces	<input type="text"/>	
R Type of Residence	<input type="text"/>	▼ Desc
R Parking/Driveway	<input type="text"/>	▼ Desc
R Apt 1 Studio Y/N	<input type="text"/>	▼ Desc
R Apt 1 # of Bedrooms	<input type="text"/>	
R Apt 1 # of Full Baths	<input type="text"/>	
R Apt 1 # of Half Baths	<input type="text"/>	
R Apt 1 # of Rooms	<input type="text"/>	
R Apt 1 Rental Amount	<input type="text"/>	
R Owner Occupancy In Apt 1	<input type="text"/>	▼ Desc
R Apt 1 Features	<input type="text"/>	▼ Desc
R Apt 2 Studio Y/N	<input type="text"/>	▼ Desc
R Apt 2 # of Bedrooms	<input type="text"/>	
R Apt 2 # of Full Baths	<input type="text"/>	

MY SIDEBAR ▼▼▼

Required Fields—MUL

Add New Listing

R Apt 2 # of Half Baths	<input type="text"/>	
R Apt 2 # of Rooms	<input type="text"/>	
R Apt 2 Rental Amount	<input type="text"/>	
R Owner Occupancy In Apt 2	<input type="text"/>	<input type="button" value="v"/> Desc
R Apt 2 Features	<input type="text"/>	<input type="button" value="v"/> Desc
R Exterior Construction	<input type="text"/>	<input type="button" value="v"/> Desc
R Lot Information	<input type="text"/>	<input type="button" value="v"/> Desc
R Rent Includes	<input type="text"/>	<input type="button" value="v"/> Desc
R Attic	<input type="text"/>	<input type="button" value="v"/> Desc
R Basement Description	<input type="text"/>	<input type="button" value="v"/> Desc
R On Waterfront Y/N	<input type="text"/>	<input type="button" value="v"/> Desc
R Directions to Property	<input type="text"/>	<input type="button" value="v"/>
R Kitchen Equip/Appl Included	<input type="text"/>	<input type="button" value="v"/> Desc
R Floors Description	<input type="text"/>	<input type="button" value="v"/> Desc
R HVAC Type	<input type="text"/>	<input type="button" value="v"/> Desc
R Sewer Description	<input type="text"/>	<input type="button" value="v"/> Desc
R Water Heater/Fuel	<input type="text"/>	<input type="button" value="v"/> Desc
R Heating Fuel Description	<input type="text"/>	<input type="button" value="v"/> Desc
R Water Resources	<input type="text"/>	<input type="button" value="v"/> Desc
R Possible Financing	<input type="text"/>	<input type="button" value="v"/> Desc
R Escrow Agent / Bank	<input type="text"/>	
R Town/County Tax	<input type="text"/>	
R City/Village Tax	<input type="text"/>	
R School Tax	<input type="text"/>	
R Tax Information	<input type="text"/>	<input type="button" value="v"/> Desc
R Gross Annual Income	<input type="text"/>	

Required Fields—MUL

R Annual Operating Expenses	<input type="text"/>	
R Operating Expenses Include	<input type="text"/>	<input type="button" value="v"/> Desc
R Certificate of Occupancy	<input type="text"/>	<input type="button" value="v"/> Desc
R Possession	<input type="text"/>	<input type="button" value="v"/> Desc
R Internet Y/N	Y	<input type="button" value="v"/> Desc
R Internet Street Addr Y/N	Y	<input type="button" value="v"/> Desc
R IDX Y/N	N	<input type="button" value="v"/> Desc
R Lock Box Serial #	<input type="text"/>	

Required Fields—APT

Add New Listing

 Property Type	APT	 Desc
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Zip Code		 Desc 
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Street Number		
 Street Name		
 Tax Map Number		
 Nearest Cross Street		
 ListingType		 Desc
 Year Built		
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 List Date		
 Expiration Date		
 Special Conditions-Call LBrk		 Desc
 Compensation - Broker Agent		
 Total # of Apartments		
 # of Heating Units		
 # of Studio Apartments		
 # of 1 Bedroom Apartment		

MY SIDEBAR

Required Fields—APT

Add New Listing

R # of 2 Bedroom Apartment	<input type="text"/>	
R # of 3 Bedroom Apartment	<input type="text"/>	
R Exterior Construction	<input type="text"/>	▼ Desc
R Roof	<input type="text"/>	▼ Desc
R Type	<input type="text"/>	▼ Desc
R Parking Spaces per Apt	<input type="text"/>	▼ Desc
R Garage Spaces per Apt	<input type="text"/>	▼ Desc
R Rent Includes	<input type="text"/>	▼ Desc
R Basement Description	<input type="text"/>	▼ Desc
R Floor Description	<input type="text"/>	▼ Desc
R HVAC Type	<input type="text"/>	▼ Desc
R Sewer Description	<input type="text"/>	▼ Desc
R Water Heater/Fuel	<input type="text"/>	▼ Desc
R Heating Fuel Description	<input type="text"/>	▼ Desc
R Water Resource	<input type="text"/>	▼ Desc
R 1st Mortgage Balance	<input type="text"/>	
G 2nd Mortgage Balance	<input type="text" value="0"/>	
R Town/County Tax	<input type="text"/>	
R City/Village Tax	<input type="text"/>	
R School Tax	<input type="text"/>	
R Tax Information	<input type="text"/>	▼ Desc
R Gross Annual Income	<input type="text"/>	
R Annual Operating Expenses	<input type="text"/>	
R Operating Expenses Include	<input type="text"/>	▼ Desc
R Certificate of Occupancy	<input type="text"/>	▼ Desc
G Internet Y/N	<input type="text" value="Y"/>	▼ Desc
G Internet Street Addr Y/N	<input type="text" value="Y"/>	▼ Desc
G IDX Y/N	<input type="text" value="N"/>	▼ Desc

Required Fields—COM

Add New Listing

 Property Type	COM	 Desc
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Zip Code		 Desc 
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Street Number		
 Street Name		
 Tax Map Number		
 Nearest Cross Street		
 Listing Type		 Desc
 Year Built		
 Transaction Type	SELL	 Desc
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 List Date		
 Expiration Date		
 Special Conditions-Call LBrk		 Desc
 Compensation - Broker Agent		
 Sale Includes		 Desc
 Zoning Code		
 Electric Service		 Desc

MY SIDEBAR

Required Fields—COM

Add New Listing

R Type Of Building	<input type="text"/>	<input type="button" value="v"/>	Desc
R # of Avl Parking Space	<input type="text"/>		
R Property Use	<input type="text"/>	<input type="button" value="v"/>	Desc
R # of Buildings	<input type="text"/>		
R HVAC Type	<input type="text"/>	<input type="button" value="v"/>	Desc
R Heating Fuel Description	<input type="text"/>	<input type="button" value="v"/>	Desc
R Sewer / Water	<input type="text"/>	<input type="button" value="v"/>	Desc
R Living Quarters Y/N	<input type="text"/>	<input type="button" value="v"/>	Desc
R # of Residential Units	<input type="text"/>		
R # of Studio Units	<input type="text"/>		
R # of 1 Bedroom Units	<input type="text"/>		
R # of 2 Bedroom Units	<input type="text"/>		
R # of 3 Bedroom Units	<input type="text"/>		
R # of Truck Bays	<input type="text"/>		
R Construction	<input type="text"/>	<input type="button" value="v"/>	Desc
R Roof	<input type="text"/>	<input type="button" value="v"/>	Desc
R Available Documents	<input type="text"/>	<input type="button" value="v"/>	Desc
R 1st Mortgage Balance	<input type="text"/>		
G 2nd Mortgage Balance	0		
R Town/County Tax	<input type="text"/>		
R City/Village Tax	<input type="text"/>		
R School Tax	<input type="text"/>		
R Gross Annual Income	<input type="text"/>		
R Operating Expenses	<input type="text"/>		
R Operating Expenses Include	<input type="text"/>	<input type="button" value="v"/>	Desc
R Possession	<input type="text"/>	<input type="button" value="v"/>	Desc
G Internet Y/N	Y	<input type="button" value="v"/>	Desc
G Internet Street Addr Y/N	Y	<input type="button" value="v"/>	Desc
G IDX Y/N	N	<input type="button" value="v"/>	Desc

MY SIDEBAR

Required Fields—LOT

Add New Listing

















 Property Type	LOT	 Desc
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Zip Code		 Desc 
 Value Range Pricing Y/N	N	 Desc
 List Price		
 Street Number		
 Street Name		
 Tax Map Number		
 Nearest Cross Street		
 Listing Type		 Desc
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 List Date		
 Expiration Date		
 Special Conditions-Call LBrk		 Desc
 Compensation - Broker Agent		
 Compensation - Buyer Broker		
 Compensation - Subagent		
 Type		 Desc
 Topography		 Desc
 Road Frontage		 Desc

Required Fields—LOT

MY SIDEBAR	R Land Features	<input type="text"/>	▼ Desc
	R Utilities on Site	<input type="text"/>	▼ Desc
	R Utilities Available	<input type="text"/>	▼ Desc
	R Water Supply	<input type="text"/>	▼ Desc
	R Waste Disposal	<input type="text"/>	▼ Desc
	R Available Documents	<input type="text"/>	▼ Desc
	R Development Status	<input type="text"/>	▼ Desc
	R Conditions/Terms	<input type="text"/>	▼ Desc
	R Town/County Tax	<input type="text"/>	
	R City/Village Tax	<input type="text"/>	
	R School Tax	<input type="text"/>	
	R Tax Information	<input type="text"/>	▼ Desc
	R Possession	<input type="text"/>	▼ Desc
	R Internet Y/N	Y	▼ Desc
	R Internet Street Addr Y/N	Y	▼ Desc
	R IDX Y/N	N	▼ Desc

Required Fields—RNT

Add New Listing

 Property Type	RNT	 Desc
 Listing Status	A	 Desc
 County		 Desc 
 Town or City Name		 Desc 
 Area [NY SWIS Code]		 Code 
 Zip Code		 Desc 
 List Price		
 Street Number		
 Street Name		
 Nearest Cross Street		
 Listing Type		 Desc
 List Agent Public ID		
 List Agent Name		
 List Office Broker Code		
 Owner 1 Last Name		
 List Date		
 Expiration Date		
 Special Conditions-Call LBrk		 Desc
 Compensation - Broker Agent		
 Unit Type		 Desc
 # Bedrooms -Total		
 Rent Includes		 Desc
 Lease Term		 Desc
 Furnished Y/N		 Desc
 Security/pet Deposit		
 Pets Allowed Y/N		 Desc
 Date Available		
 Internet Y/N	Y	 Desc
 Internet Street Addr Y/N	Y	 Desc
 IDX Y/N	N	 Desc

MY SIDEBAR