GOLDEN TIGER REALTORS

You say Sell! we say Sold!!

PROPERTY INFORMATION | Capture Sheet

PROPERTY FOR

☐ Rent ☐ Sale

DEEDS OFFICE DESCRIPTION

Property Type: ☐ Erf ☐ Sectional Scheme Unit ☐ Agricultural Holding ☐ Farm

Erf/Unit Number: _____ Scheme Name: _____

CONTACT DETAILS

Role: ☐ Owner ☐ Representative ☐ Tenant ☐ Body Corp. ☐ Managing Agent

	Contact 1 Details	Contact 2 Details	Contact 3 Details
Name:			
Home Number:			
Mobile Number:			
ID / Reg. No.:			
Work Number:			
Spouse Number:			
Fax Number:			
E-mail:			

PROPERTY TYPE

☐ House ☐ Townhouse ☐ Apartment ☐ Vacant Land
☐ Commercial ☐ Industrial ☐ Farm

Ownership Type: ☐ Full & Free ☐ Sectional ☐ Share Block
☐ Timeshare ☐ Fractional ☐ Leasehold

Door Number: _____ Complex Name: _____

Street Address: _____

Suburb: _____ City: _____ Code: _____

House/Townhouse:

☐ Bungalow ☐ Cluster Home ☐ Cottage ☐ Double Storey ☐ Duet/Maisonette
☐ Duplex ☐ Freestanding ☐ Guesthouse ☐ Multi Storey ☐ New Development
☐ Simplex ☐ Semi Detached ☐ Single Storey ☐ Smallholding ☐ Townhouse ☐ Villa

Apartment:

☐ Bachelor/Studio ☐ Duplex ☐ Simplex ☐ Garden Flat ☐ Garden Floor
☐ Penthouse ☐ Top Floor ☐ Loft/Warehouse ☐ Second floor & above

Vacant Land:

☐ Farming ☐ New Development ☐ Residential ☐ Smallholding

Farm:

☐ Aquaculture ☐ Cash Crops ☐ Dairy Farm ☐ Flower Farm ☐ Fruit Farm ☐ Game Farm
☐ Livestock ☐ Nature Reserve ☐ Stud Farm ☐ Wine Farm ☐ Vegetable Farm

Commercial:

☐ Guesthouse ☐ Hotel ☐ New Development ☐ Office ☐ Retail

Industrial:

☐ Factory ☐ New Development ☐ Smallholding ☐ Warehouse

Lifestyle:

(Refer to Annexure)

Building Details

Erf Size (m²): _____ Construction Year: _____ Building Coverage (%): _____
Floor Area (m²): _____ Height Restriction: _____ Zoning: _____
Restant: _____ Alienation of Land Complete: ☐ No ☐ Yes
Furnished: ☐ No ☐ Yes Proclaimed: ☐ No ☐ Yes
Size of Outbuildings: _____
Facing: _____ (Refer to Annexure)
Style: _____ (Refer to Annexure)
Roof: _____ (Refer to Annexure)
Wall: _____ (Refer to Annexure)

Farm Details

Type of Farming: _____ Planted Area Size (ha): _____
Gross Income: _____ Vacant Area Size (ha): _____
Cost: _____ Water Source: _____
Profit: _____ Power Source: _____
Distance to Town: _____ Construction Year: _____

Mandate

Agent Details

Listing Agents Names: _____

Mandate Details

Mandate Signed Date: _____ File Reference: _____
Mandate/Listing Expiry: _____ Mandate Source: _____
Occupation Date: _____ Current Lease Expiry: _____
Agreement Type: ☐ Open ☐ Sole ☐ Dual/Joint Branch: _____
On Market Since: _____ Internal Remarks: _____
Reason for Selling: _____
Litigation Pending: _____ ☐ No ☐ Yes
Excluded Items: _____ Defects: _____
Included Items: _____ Deed Restrictions: _____

Financial Details

List Price / Rental: _____ Orig. Purchase Price: _____
Proceeds to Seller: _____ Municipal Land Valuation: _____
Monthly Levy: _____ Municipal Improvement Evaluation: _____
Monthly Rates: _____ Overall Municipal Evaluation: _____
Seller VAT registered: ☐ No ☐ Yes Agent's Valuation: _____
Current Rental: _____ Participation Quota: _____

Commission

Total Comm. excl. VAT (%): _____ Listing Agent Commission: _____
Total Comm. excl. VAT (R): _____ Selling Agent Commission: _____
VAT on Commission: _____

Features

Feature Quality

Quality of Kitchens: _____ Quality of Gardens: _____
Quality of Bathrooms: _____ Impression of Improvements: _____

Rooms

Feature Type	Number	Description & Options (Refer to Annexure)
Bedrooms		
Bathrooms		
Kitchens		
Lounge		
Study / Office		
Dining Room		
Family / TV Room		
Other:	☐ Loft ☐ Entrance Hall ☐ Bar ☐ Braai Room	

External Features

Feature Type	Number	Description & Options (Refer to Annexure)
Garages		
Parking		
Pool		
Outbuildings		
Garden		

Other Features

Feature Type	Description & Options (Refer to Annexure)
Security	
Temperature Control	
Special Features	

PROPERTY INFORMATION | Capture Sheet

Advertising

Internet Listings ☐ Property24 ☐ PrivateProperty.com ☐ GTR website
Marketing Heading: _____
Marketing Description: _____

Show on a Map: ☐ No ☐ Yes Show Address: ☐ No ☐ Yes
List on: ☐ Property24 ☐ PrivateProperty.com ☐ GTR website

Other Notes _____

Viewing

Internet Listings ☐ Property24 ☐ PrivateProperty.com ☐ GTR website
Viewing Instructions: _____

Viewing Directions: _____

Show Days
Show Date: _____ Show Price: _____
Start Time: _____ End Time: _____
Sitter: _____

Show Date: _____ Show Price: _____
Start Time: _____ End Time: _____
Sitter: _____

Open Hours
Show Date: _____ Average Price: _____
Start Time: _____ End Time: _____

Sharing

Sharing Details
Personal: ☐ No ☐ Yes Sharing \ MLS Groups: _____

ANNEXURE – OPTIONS

Property Details

Lifestyles	☐ Aquatic Activities	☐ Casino Estate	☐ Coastal/Beach	☐ Complex	☐ Country Club
	☐ Country Living	☐ Dual Living	☐ Eco Estate	☐ Equestrian Estate	☐ Estate
	☐ Fishing Estate	☐ Game/Stock Farm	☐ Gated Community	☐ Golf Estate	☐ Holiday Resort
	☐ Island Estate	☐ Lakefront	☐ Lifestyle Farm	☐ Marina	☐ Metropolitan
	☐ Mountain	☐ River Frontage	☐ Retirement Village	☐ Security Complex	☐ Security Estate
	☐ Suburban	☐ University Town	☐ Waterfront	☐ Wellness Estate	☐ Wildlife Estate
	☐ Winelands				

Building Details

Facing	☐ Above Road	☐ Below Road	☐ East	☐ Green Belt	☐ Level Road
	☐ Mountain View	☐ North	☐ Sea	☐ South	☐ Street Front
	☐ Water	☐ West			
Style	☐ A-frame	☐ Balinese	☐ Cape Dutch	☐ Colonial	☐ Contemporary
	☐ Conventional	☐ Cottage	☐ Mediterranean	☐ Modern	☐ Open Plan
	☐ Spanish	☐ Split Level	☐ Tuscan	☐ Victorian	
Roof	☐ Aluminum	☐ Asbestos	☐ Brown Built	☐ Concrete	☐ Fiberglass
	☐ Flat Roof	☐ Glass Dome	☐ Insulation	☐ Iron	☐ Shingles
	☐ Slate	☐ Thatch	☐ Tile	☐ Waterproofing	
Wall	☐ Asbestos	☐ Brick	☐ Concrete	☐ Glass	☐ Iron
	☐ Plaster	☐ Stone	☐ Wood		
Window	☐ Aluminium	☐ Bay	☐ Cottage	☐ Double Glazed	☐ Lead
	☐ Picture	☐ Sash	☐ Skylight	☐ Stained	☐ Steel
	☐ Wood				

Rooms

Bedroom	☐ Air Conditioner	☐ Balcony	☐ Blinds	☐ Open Plan	☐ Carpets
	☐ Curtain Rails	☐ Double Bed	☐ Fan	☐ Fireplace	☐ Internet Port
	☐ King Bed	☐ Parquet Floors	☐ Patio	☐ Queen Bed	☐ Single Bed
	☐ Telephone Port	☐ Tiled Floors	☐ TV port	☐ Under floor heating	
	☐ Wooden Floors	☐ Built in cupboards		☐ Walk in closet	
Bathroom	☐ Basin	☐ Bath	☐ Common Toilet	☐ Bidet	☐ Toilet
	☐ Full	☐ Guest Toilet	☐ Half	☐ Jacuzzi Bath	☐ Main-en-suite
	☐ Outside Toilets	☐ Shower	☐ Urinal	☐ Domestic Bathrm	
Kitchen	☐ Breakfast Nook	☐ Dishwasher Connection		☐ Disposal	☐ Extractor Fan
	☐ Eye Level Oven	☐ Fridge	☐ Granite Tops	☐ Grill	☐ Icemaker
	☐ Laundry	☐ Open Plan	☐ Oven & Hob	☐ Pantry	☐ Scullery
	☐ Stove	☐ Tumble Dryer	☐ Washing Machine Connection		
Lounge	☐ Air Conditioner	☐ Balcony	☐ Blinds	☐ Carpets	☐ Curtain Rails
	☐ Fan	☐ Fireplace	☐ Internet Port	☐ Open Pan	☐ Parquet Floor
	☐ Patio	☐ Telephone Port	☐ Tiled Floors	☐ TV Port	
	☐ Under Floor Heating		☐ Wooden Floors		
Offices	☐ Air Conditioner	☐ Balcony	☐ Blinds	☐ Carpets	☐ Curtain Rails
	☐ Fan	☐ Internet Port	☐ Parquet Floor	☐ Patio	☐ Telephone Port
	☐ Tiled Floors	☐ TV Port	☐ Under Floor Heating		☐ Wooden Floors
Bar	☐ Air Conditioner	☐ Balcony	☐ Bar Counter	☐ Blinds	☐ Carpets
	☐ Curtain Rails	☐ Cellar	☐ Fan	☐ Fireplace	☐ Internet Port
	☐ Parquet Floor	☐ Patio	☐ Telephone Port	☐ Tiled Floors	☐ TV Port
	☐ Under Floor Heating	☐ Wooden Floors			
Entrance Hall	☐ Carpets	☐ Fireplace	☐ Parquet Flooring	☐ Spacious Staircase	
	☐ Tiled Floors	☐ Wooden Floors			
Loft / Attic	☐ A-Frame	☐ Ladder	☐ Sky Light	☐ Spacious	☐ Staircase
Dining Room	☐ Air Conditioner	☐ Balcony	☐ Blinds	☐ Carpets	
	☐ Curtain Rails	☐ Fan	☐ Open Pan	☐ Parquet Floor	
	☐ Patio	☐ Tiled Floors	☐ Under Floor Heating		
	☐ Wooden Floors				
Family/ TV Room	☐ Air Conditioner	☐ Balcony	☐ Blinds	☐ Carpets	
	☐ Curtain Rails	☐ Fan	☐ Fireplace	☐ Internet Port	
	☐ Parquet Floor	☐ Patio	☐ Projector	☐ Telephone Port	
		☐ Tiled Floors	☐ TV Port	☐ Under Floor Heating	
		☐ Wooden Floors			

External Features

Garages	☐ Double	☐ Electric Door	☐ Roll Up	☐ Single	☐ Tandem
	☐ Tip Up				
Parking	☐ Carport	☐ On-Street Parking	☐ Secure Parking	☐ Shade Net Carport	☐ Visitors Parking
Pool	☐ Auto Cleaning Equipment		☐ Chlorinator	☐ Communal Pool	☐ Fenced
	☐ Fiberglass in Ground		☐ Gunite in Ground	☐ Heated	☐ Portapool
	☐ Safety Net				
Outbuildings	☐ Boathouse		☐ Cellar	☐ Change Rooms	☐ Clubhouse
	☐ Gazebo	☐ Greenhouse	☐ Lapa	☐ Office	☐ Pool Shed
	☐ School	☐ Second House	☐ Shed	☐ Squash Court	☐ Stables
	☐ Staff Quarters		☐ Storeroom	☐ Studio	☐ Teenpad
	☐ Garden	☐ Communal	☐ Courtyard	☐ Garden Services	☐ Irrigation System
	☐ Landscaped		☐ Lighting	☐ Sculpture	☐ Water Feature
	☐ Immaculate Condition		☐ Zen Garden	☐ Workshop	☐ Flatlet

Other Features

Security	☐ 24-hour Access	☐ 24-hour Response	☐ Alarm System	☐ Burglar Bars
	☐ Electric Fencing	☐ Electric Garage	☐ Electric Gate	☐ Guard
	☐ Intercom	☐ Partially Fenced	☐ Totally Fenced	☐ Security Gate
	☐ Closed-circuit TV	☐ Guard House	☐ Perimeter Wall	
Temp Control	☐ Air Conditioning	☐ Fans	☐ Solar Heating	
	☐ Fireplace	☐ Under-floor Heating		
Special Features	☐ Awning	☐ Borehole	☐ Built in Braai	☐ Communal Braai
	☐ Creshe	☐ Driveway	☐ Jacuzzi	☐ Jetty
	☐ Medical Care		☐ Open Plan	☐ Paveway
	☐ Pressed Ceilings		☐ Satellite Dish	☐ Sauna
	☐ Special Lights		☐ Subdivision Rights	☐ Tennis Court
	☐ Wallpaper		☐ Wood Ceilings	