



Date	Status	Listing No.
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Company Details

Branch	Team	Agent 1
Agent 2	Agent 3	Agent 4

Location Details

Lightstone ID	Property Type	Country	Province	
Area	Suburb	Street No.	Street Name	
Complex Name	Building Name	Unit No.	Floor No.	ERF No.
Sectional Scheme Name	Section No.	Section Plan No.		

Listing Details

Purchase Price R	Valuation Price R	Bank Repossessed	Y	N	Repo Bank									
No Transfer Duty	Y	N	Distressed Sale	Y	N	Student Accommodation	Y	N	Private Seller	Y	N	Public Tender	Y	N

Property Details

Property Title	Land Size	Floor Size
Marketing Heading	Linked Project	
Description	Extras	

Rates & Levies

Monthly Rates R	Monthly Levy R	Sectional Title Levy R	Special Levy R
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Interior Features

Bedrooms	Bathrooms			
Kitchens	Lounges			
Dining Rooms	Studies			
Laundry	Flooring	Furnished	Y	N

Exterior Features

Garages	Carports				
Patio	Balcony				
Flatlet	Domestic				
Exterior	Roof				
Garden Type					
Walling					
Store Rooms	Y	N	Scenery/Views	Y	N
Pool	Y	N	Security	Y	N
Pets Allowed	Y	N			

Mandate Details

Mandate Type	Mandate Start Date	Mandate End Date
Mandate Sale	Mandate Notes	
Mandate Commission %	Mandate Commission Amount R	Mandate Commission Split
Mandate Commission Split Notes		

Seller Details

Ownership Type	Entity No.	Entity Name
Postal Address	ID Number	
Title	First Name	Last Name
Home Tel	Work Tel	Cell
Fax	Email	Marital Status
Spouse Name	Spouse Work Tel	Spouse Cell

Current Tenant Details

Title	First Name	Last Name
Home Tel	Work Tel	Cell
Fax	Email	Spouse Name
Spouse Work Tel	Spouse Cell	Spouse Email
Lease Ends	Rental R	Notice Period

Complex Details

Share Block No.	No. of Shares
Per Quota	Body Corp. Name
Body Corp. Tel	Body Corp. Chairman
Sup. Name	Sup. Tel
Managing Agent	Managing Agent Tel

Bank/Bond Details

Bonded Bank	Bank Branch
Bank Account No.	Bond Bank Balance

Open Hour Details

Open Hour Agent		
Tel	Date	Time

On Show Details

On Show <input type="checkbox"/> Y <input type="checkbox"/> N	On Show Date
On Show Every Saturday <input type="checkbox"/> Y <input type="checkbox"/> N	On Show Every Sunday <input type="checkbox"/> Y <input type="checkbox"/> N
On Show Start Time	On Show End Time
On Show Directions	

Auction Details

Auction <input type="checkbox"/> Y <input type="checkbox"/> N	Auction Lots	Date
Start Time	End Time	
Venue	Notes	

Viewing Details

Contact	No.
Notes	

General Notes

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