



Administrative Guidelines for Real Estate

The following information is required for all listings:

- Home information:
 - Address
 - Number of bedrooms
 - Number of bathrooms
 - Model type
 - Square footage
 - Year built
 - Furnished or unfurnished

- Property description
- Listing price
- MLS number (Optional)
- Contact information:
 - Name
 - Phone number
 - E-mail address

- Photos:
 - Maximum of 10 photos per listing
 - Minimum of 1 photo per listing

Please e-mail all the above information to Kristen Dyer at kristend@copperleafgc.com.

Copperleaf “Homes for Sale” website listing is a free service provided by the Copperleaf Golf Club Association, Inc. for its members only. A property listing is at the request and consent of the member. Copperleaf Golf Club Association, Inc. does not represent or endorse any realty company. All listings are on a four-week basis; if you would like to continue the listing for a succeeding four weeks you must advise the Administration Office before the initial four-week period expires. If information on the listing changes, you must e-mail the updated information to the administrative staff. Please do not offer any additional information; only the information requested on this form will be included in the listing. All information requested must be provided before the listing will be added to the Copperleaf website.