

MLS Number (system assigned)

COMPLETE BOTH SIDES. This information is deemed reliable, but not guaranteed. All dimensions and room sizes are approximate. Bold Type = Required Information Italic Type = Optional Information Underlined Letters - Letter Valid for Input into Fields

BROKERAGE INFO

Form section for Brokerage Info including List Price, Listing Office Code, Listing Agent Code, Listing Contract Date, Listing Expiration Date, and various compensation and agreement checkboxes.

LOCATION

Form section for Location including MLS Area, Tax ID Number, Owner Name(s), Street Number, City/Post Office, Subdivision/Neighborhood, and Seller Opt-out Options.

BUILDING INFO

Form section for Building Info including Sale/Lease/Both, Approximate Age, Total Building Square Feet, Price/Square Foot, and Inclusions/Exclusions.

LEASE INFO

Form section for Lease Info including Annual Lease Price/Square Foot, Annual Lease Price, Monthly Lease Price, Lease Available Date, and Minimum Lease in Months.

LOT INFO

Form section for Lot Info including Approximate Lot Dimensions, Approximate Acreage, Approximate Land SqFt, Gross Annual Income, County Assessed Value, Land Assessed Value, Improvement Assessed Value, and Waterfront Y/N.

MLS Number (system assigned)

COMPLETE BOTH SIDES. This information is deemed reliable, but not guaranteed. All dimensions and room sizes are approximate. **Bold Type = Required Information** *Italic Type = Optional Information* Underlined Letters - Letter Valid for Input into Fields

Number in parentheses after the feature name is the maximum number of selections allowed for the feature group.

FEATURES

FORM OF OWNERSHIP (1)

- 0101 Fee Simple
- 0102 Condo (Fee Simple)
- 0103 Leasehold
- 0104 Other

EARLIEST POSSESSION (1)

- 0201 Immediate
- 0202 Less than 90 Days
- 0203 90-180 Days
- 0204 181-365 Days
- 0205 1 Year+
- 0206 Negotiable
- 0207 Subject to Lease

TYPE OF BUILDING/BUSINESS

- 0301 Commercial
- 0302 Industrial
- 0303 Business and Lease
- 0304 Office
- 0305 Professional
- 0306 Institutional
- 0307 Retail Space
- 0308 Residential Investment
- 0309 Apartment Building
- 0310 Flex Space
- 0311 Shopping Center
- 0312 Medical/Dental
- 0313 Restaurant
- 0314 Tavern
- 0315 Liquor Store
- 0316 Food Services
- 0317 Bed and Breakfast
- 0318 Hotel/Motel
- 0319 Floral Service
- 0320 Distributor
- 0321 Marina
- 0322 Barber/Beauty Shop
- 0323 Automotive
- 0324 Garage/Repair
- 0325 Recreational
- 0326 Special Purpose
- 0327 Light Manufacturing
- 0328 Heavy Manufacturing
- 0329 Mini Storage
- 0330 Warehouse
- 0331 Agriculture
- 0332 Vacant Building
- 0333 Other

ACCESSIBLTY FEATURES

- 0401 MobilmprMods
- 0402 VisilmprMods
- 0403 HearlmpMod
- 0404 NoModifs/Unk

PROXIMITY/LOCATION

- 0501 Downtown
- 0502 Urban
- 0503 Suburban
- 0504 Rural
- 0505 Middle of Block
- 0506 Corner
- 0507 Interior
- 0508 Shopping Center
- 0509 Strip Center
- 0510 Mall
- 0511 Professional Center
- 0512 Industrial Park
- 0513 Highway

INCLUDED IN SALE/LEASE

- 0601 Land Only
- 0602 Building Only
- 0603 Business and Lease
- 0604 Land and Building
- 0605 Business & Building
- 0606 Land/Business/Building
- 0607 Business Name
- 0608 Franchise
- 0609 Corporation
- 0610 Partnership
- 0611 Sole Proprietorship
- 0612 Equipment
- 0613 Inventory
- 0614 Fixtures
- 0615 Liquor License
- 0616 Owner Will Train
- 0617 Chattel Mortgage

TOPOGRAPHY

- 0701 Level
- 0702 Rolling
- 0703 Hillside
- 0704 Pasture
- 0705 Flood Plain
- 0706 Wooded
- 0707 Other

SURFACE WATER

- 0801 Bayfront
- 0802 Bayside
- 0803 Bulkhead
- 0804 Cove
- 0805 Lagoon
- 0806 Lakefront
- 0807 None/Other
- 0808 Oceanfront
- 0809 Oceanside
- 0810 Pond
- 0811 Riverfront
- 0812 Stream/Creek
- 0813 Water View
- 0814 Wetlands/Marsh

ROAD ACCESS

- 0901 Boro/Township
- 0902 State
- 0903 Highway
- 0904 Private
- 0905 Other
- 0906 No Road Access

EXTERIOR AMENITIES

- 1001 Highway Exposure
- 1002 Public Transport Nearby
- 1003 Bldg Expansion Poss
- 1004 Airport/Heliport
- 1005 Rail System
- 1006 Rail Spur
- 1007 Railroad Siding
- 1008 Enclosed Storage
- 1009 Fenced Storage/Yard
- 1010 Sign

LEASE TYPE

- 1101 Gross
- 1102 Net
- 1103 Double Net
- 1104 Triple Net
- 1105 Absolute Net
- 1106 Escalation Clause
- 1107 Ground Lease

TERMS OF TENANCY

- 1201 No Tenants
- 1202 Month to Month
- 1203 1 Year or Less
- 1204 3 Years or Less
- 1205 5 Years or Less
- 1206 5+ Years
- 1207 Option to Renew
- 1208 Option to Buy
- 1209 Escalations Included
- 1210 Negotiable Lease
- 1211 Various Lease Date(s)

LEASE INCLUDES

- 1301 Electricity
- 1302 Heat
- 1303 Gas
- 1304 Water
- 1305 Sewer
- 1306 Hot Water
- 1307 Cooking
- 1308 Parking
- 1309 Insurance
- 1310 CAM
- 1311 Lawn
- 1312 Snow Removal
- 1313 Trash
- 1314 Cable TV
- 1315 Assoc/Condo Fee
- 1316 Taxes
- 1317 Janitorial
- 1318 Pest Control

TENANT PAYS

- 1401 Electricity
- 1402 Heat
- 1403 Gas
- 1404 Water
- 1405 Sewer
- 1406 Hot Water
- 1407 Cooking
- 1408 Parking
- 1409 Insurance
- 1410 CAM
- 1411 Lawn
- 1412 Snow Removal
- 1413 Trash
- 1414 Cable TV
- 1415 Assoc/Condo Fee
- 1416 Taxes
- 1417 Janitorial
- 1418 Pest Control

FOUNDATION

- 1501 Stone
- 1502 Concrete
- 1503 Block/Brick
- 1504 Built on Slab
- 1505 Pillings

ROOF

- 1601 Flat
- 1602 Pitched
- 1603 Shingle
- 1604 Metal/Tin
- 1605 Slate
- 1606 Tile
- 1607 Rubber
- 1608 Tar/Built-Up
- 1609 Slag
- 1610 Wood Shake
- 1611 Asbestos

EXTERIOR

- 1701 Aluminum
- 1702 Vinyl
- 1703 Wood
- 1704 Steel
- 1705 Corrugated Siding
- 1706 Brick
- 1707 Block
- 1708 Metal Fabricated
- 1709 Masonry
- 1710 Stone
- 1711 Stucco or similar
- 1712 Glass
- 1713 Asbestos
- 1714 Mixed Sidings

FLOORING

- 1801 Tile
- 1802 Wood
- 1803 Carpet
- 1804 Vinyl
- 1805 Heavy Duty
- 1806 3000 PSI
- 1807 3000+ PSI
- 1808 Raised
- 1809 Dirt

INTERIOR WALLS

- 1901 Paneled
- 1902 Sheet Rock
- 1903 Plaster
- 1904 Block
- 1905 Metal
- 1906 Wood
- 1907 Masonry
- 1908 Modular
- 1909 Unfinished

UTILITIES AVAILABLE

- 2001 Water
- 2002 Sewer
- 2003 Gas
- 2004 Butane/Propane
- 2005 Electric
- 2006 Telephone
- 2007 Cable TV
- 2008 Underground Utilities
- 2009 Above Ground Utilities

WATER

- 2101 Public Water
- 2102 On Site Well/Spring
- 2103 Shared Well/Spring
- 2104 Private/Comm Water

SEWER

- 2201 Public Sewer
- 2202 On Site Septic
- 2203 Private/Comm Septic
- 2204 Other

HVAC

- 2301 Oil
- 2302 Gas
- 2303 Electric
- 2304 Heat Pump
- 2305 Geothermal
- 2306 Propane
- 2307 Wood
- 2308 Coal
- 2309 Solar
- 2310 Hot Water
- 2311 Hot Air
- 2312 Steam
- 2313 Radiators
- 2314 Baseboard
- 2315 Radiant
- 2316 Roof Mounted
- 2317 No Heat
- 2318 Central Air
- 2319 Wall/Window A/C Units
- 2320 EnrgyEfcHeat
- 2321 ProgTherm
- 2322 BioFul
- 2323 EnrgyEfcCool

HOT WATER

- 2401 Oil
- 2402 Gas
- 2403 Electric
- 2404 Propane
- 2405 Solar
- 2406 Sum/Wntr Hook-Up
- 2407 OnDmdHtWtr

ELECTRIC SYSTEM

- 2501 60 Amps or less
- 2502 100-150 Amps
- 2503 200-300 Amps
- 2504 400 or more Amps
- 2505 Circuit Breakers
- 2506 Fuses
- 2507 Transformer

PLUMBING

- 2601 CPVC/PVC
- 2602 Galvanized
- 2603 Copper
- 2604 Lead
- 2605 Cast Iron
- 2606 Mixed

FUEL ON SITE

- 2701 Gas
- 2702 Electric
- 2703 Propane
- 2704 Oil
- 2705 Coal
- 2706 Wood
- 2707 Kerosene
- 2708 Fuel Pump(s)
- 2709 Undergrnd Fuel Tank
- 2710 Above Grnd Fuel Tank

BATHROOMS

- 2801 One
- 2802 Two
- 2803 Three+
- 2804 Common for Tenants
- 2805 Public Restrooms
- 2806 Private Restrooms
- 2807 None

BUILDING FEATURES/AMENITIES

- 2901 Auto Bay(s)
- 2902 Cafeteria
- 2903 Ceiling Fan(s)
- 2904 Clear Span
- 2905 Column Spacing
- 2906 Compressor
- 2907 Computer Room
- 2908 Convayer(s)
- 2909 Crane(s)
- 2910 Day Care Facilities
- 2911 Display Window
- 2912 Elevator
- 2913 Escalator
- 2914 Exhaust System
- 2915 Fencing
- 2916 Fire Alarm
- 2917 Fire Escape
- 2918 Fire Resist Rating
- 2919 Guard System
- 2920 Gym Facilities
- 2921 Implosion Room
- 2922 Janitorial Service
- 2923 Kitchen Facilities
- 2924 Locker Room
- 2925 Overhead Door(s)
- 2926 Paint Booth
- 2927 Recreation Facilities
- 2928 Refrigerator
- 2929 Safe/Vault
- 2930 Security Lighting
- 2931 Security System
- 2932 Shelving
- 2933 Showers
- 2934 Sprinkler System
- 2935 Walk-In Box

LOADING DOCK

- 3001 Drive In
- 3002 Hydraulic
- 3003 Tailgate
- 3004 Load Levelers
- 3005 More Than One

CONTRACTS ON

- 3101 Appliances
- 3102 Elevator
- 3103 Exterior Maintenance
- 3104 Lawn
- 3105 Snow
- 3106 Trash
- 3107 Interior Maintenance
- 3108 Property Manager
- 3109 Resident Manager
- 3110 Security
- 3111 HVAC
- 3112 Water Treatment
- 3113 Phone System

PARKING/GARAGE

- 3201 1-5 Cars
- 3202 6-10 Cars
- 3203 11-25 Cars
- 3204 26-50 Cars
- 3205 51-75 Cars
- 3206 76-100 Cars
- 3207 101+ Cars
- 3208 On Site
- 3209 Off Site
- 3210 Lot
- 3211 Garage
- 3212 Paved
- 3213 Stone
- 3214 Fenced
- 3215 Security
- 3216 Covered
- 3217 Private
- 3218 Public
- 3219 Assigned
- 3220 Leased
- 3221 Off Street
- 3222 On Street
- 3223 Handicap Parking
- 3224 Lighted

TRAFFIC COUNT

- 3301 Less than 1,000
- 3302 1,000-4,999
- 3303 5,000-9,999
- 3304 10,000-14,999
- 3305 15,000-19,999
- 3306 20,000-29,999
- 3307 30,000+

YEARS IN BUSINESS

- 3401 1-2 Years
- 3402 2-3 Years
- 3403 3-4 Years
- 3404 4-5 Years
- 3405 6-10 Years
- 3406 10+ Years
- 3407 New/Less Than 1 Year

DOCUMENTS ON FILE

- 3501 Legal Description
- 3502 Plot Plan
- 3503 Topography Map
- 3504 Aerial Photo
- 3505 Boundary Survey
- 3506 Soil Survey
- 3507 Soil Analysis
- 3508 Environmental Study
- 3509 Covenants
- 3510 Rights of Way
- 3511 Easements
- 3512 Deed Restrictions
- 3513 Lease(s)
- 3514 Licenses
- 3515 Govt Approvals
- 3516 Financial Statement
- 3517 Tax Return
- 3518 Electrical Information
- 3519 Furnishings List
- 3520 Fixtures List
- 3521 Inventory List
- 3522 Engineering Sudy
- 3523 Wetland Study
- 3524 CAFRA
- 3525 Building Plan

FINANCING

- 3601 Conventional
- 3602 Lease Purchase
- 3603 Lease Back
- 3604 Seller/Private
- 3605 Assumable Mortgage
- 3606 Industrial Rev Bond
- 3607 Enterprise Zone
- 3608 Indust Dev Authority
- 3609 Other

SHOWING INSTRUCTIONS

- 3701 CallToShow
- 3702 LAMustAccShow
- 3703 24Hr+ NoticShow
- 3704 Tenant Occ
- 3705 ComboLockBox
- 3706 ElectLockBox
- 3707 KeyLockBox
- 3708 Owner Must Be Present

BUILDING FACADE ORIENTATION (1)

- 3801 BldgOrientE
- 3802 BldgOrientN
- 3803 BldgOrientNE
- 3804 BldgOrientNW
- 3805 BldgOrientS
- 3806 BldgOrientSE
- 3807 BldgOrientSW
- 3808 BldgOrientW

CERTIFICATIONS

- 3901 EnergyStar
- 3902 HERS 90-100
- 3903 HERS <90
- 3904 LEED
- 3905 GreenBuilding
- 3906 Other

Property Address _____