



# Commercial For Lease Data Input

\* = Required Field

## Listing Contract Information

Property Type  Industrial  Investment  Office  Residential Income  Retail  Other

\*Parcel ID No: \_\_\_\_\_ \*Service Type  Full Service  Exc. Right to Sell/Lease  
 Limited Service  Exc. Agency to Sell/Lease  
 Entry Only  Exc. Right to Sell/Lease w/ Reserved Prospect  
 Exc. Agency w/ Reserved Prospect  
 Exc. Right to Sell/Lease w/ Variable Rate Comp  
 Exc. Agency w/ Variable Rate Comp

Items not included in sale: \_\_\_\_\_

## Commission/Compensation

\*Tenants Agent Compensation Type  Dollar Amount \_\_\_\_\_ Compensation To Be Paid in the Event of a Lease Renewal  
 % of a month's rent \_\_\_\_\_  
 % of a month's rent for each year of the lease \_\_\_\_\_  
 % of the gross lease value of the lease's first year \_\_\_\_\_ Compensation Notes:  
 % of the gross lease value of the lease's entire term \_\_\_\_\_  
 \*Compensation Amount (% or \$): \_\_\_\_\_

## Agent & Office Information

\*List Agent ID \_\_\_\_\_ List Agent \_\_\_\_\_  
 List Agent Office \_\_\_\_\_  
 Co-List Agent ID \_\_\_\_\_ Co-List Agent \_\_\_\_\_  
 Co-List Agent Office \_\_\_\_\_

## Listing Address Information

Street # \_\_\_\_\_ Pre-Direction \_\_\_\_\_ \*Street Name \_\_\_\_\_ Street Type \_\_\_\_\_ Post Direction \_\_\_\_\_ Unit # \_\_\_\_\_  
 \*State \_\_\_\_\_ \*County \_\_\_\_\_ \*City \_\_\_\_\_ \*Zip \_\_\_\_\_  
 \*Neighborhood \_\_\_\_\_ Complex Name \_\_\_\_\_

## General Information

Current Use: \_\_\_\_\_ Business Included:  Yes  No  Negotiable

## Lease Information

\*Date Available For Occupancy: \_\_\_\_\_ If also for sale, That Listings MLS # \_\_\_\_\_

Security Deposit Info: (50 Characters)

### Landlord Options

- Possible Ability to Sublet
- Possible First Right of Refusal
- Possible Lease Purchase
- Possible Option to Purchase
- Property is Also For Sale

### \*Lease Duration (3 Max)

- One Year  Four Years  Flexible Least Terms
- Two Years  Five Years  Month to Month
- Three Years  Ten Years

## Lease Information (continued)

**\*Landlord Requirements**

- |  |   |   |  |                                |
|--|---|---|--|--------------------------------|
| <input type="checkbox"/> Credit Check        | <input type="checkbox"/> Security Deposit | <input type="checkbox"/> Lease Restrictions | <input type="checkbox"/> Annual Increase   | <input type="checkbox"/> Other |
| <input type="checkbox"/> References Required | <input type="checkbox"/> Lease Required   | <input type="checkbox"/> Vacate Clause      | <input type="checkbox"/> Net-Net-Net Lease | <input type="checkbox"/> N/A   |

**\*Tenant Responsibility (13 Max)**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Air Conditioning        | <input type="checkbox"/> Exterior Maintenance | <input type="checkbox"/> Maintenance/Repairs | <input type="checkbox"/> Sewer                  |
| <input type="checkbox"/> All Utilities           | <input type="checkbox"/> Garage Space         | <input type="checkbox"/> Mechanicals         | <input type="checkbox"/> Snow Removal           |
| <input type="checkbox"/> Cable TV                | <input type="checkbox"/> Grounds Maintenance  | <input type="checkbox"/> Parking             | <input type="checkbox"/> Structural Maintenance |
| <input type="checkbox"/> Capital Improvements    | <input type="checkbox"/> Heat                 | <input type="checkbox"/> Property Management | <input type="checkbox"/> Taxes Over Base        |
| <input type="checkbox"/> Common Area Maintenance | <input type="checkbox"/> Hot Water            | <input type="checkbox"/> Real Estate Taxes   | <input type="checkbox"/> Trash Service          |
| <input type="checkbox"/> Credit Check            | <input type="checkbox"/> Insurance            | <input type="checkbox"/> Recreation Fees     | <input type="checkbox"/> Water                  |
| <input type="checkbox"/> Electricity             | <input type="checkbox"/> Janitorial Service   | <input type="checkbox"/> Roof Maintenance    | <input type="checkbox"/> Not Applicable         |
| <input type="checkbox"/> Expenses Over Base      | <input type="checkbox"/> Liability Insurance  | <input type="checkbox"/> Security System     |   |

**Landlord Responsibility (13 Max)**

- |  |   |  |   |
|--|---|--|---|
| <input type="checkbox"/> Air Conditioning        | <input type="checkbox"/> Exterior Maintenance | <input type="checkbox"/> Maintenance/Repairs | <input type="checkbox"/> Sewer                  |
| <input type="checkbox"/> All Utilities           | <input type="checkbox"/> Garage Space         | <input type="checkbox"/> Mechanicals         | <input type="checkbox"/> Snow Removal           |
| <input type="checkbox"/> Cable TV                | <input type="checkbox"/> Grounds Maintenance  | <input type="checkbox"/> Parking             | <input type="checkbox"/> Structural Maintenance |
| <input type="checkbox"/> Capital Improvements    | <input type="checkbox"/> Heat                 | <input type="checkbox"/> Property Management | <input type="checkbox"/> Taxes Over Base        |
| <input type="checkbox"/> Common Area Maintenance | <input type="checkbox"/> Hot Water            | <input type="checkbox"/> Real Estate Taxes   | <input type="checkbox"/> Trash Service          |
| <input type="checkbox"/> Credit Check            | <input type="checkbox"/> Insurance            | <input type="checkbox"/> Recreation Fees     | <input type="checkbox"/> Water                  |
| <input type="checkbox"/> Electricity             | <input type="checkbox"/> Janitorial Service   | <input type="checkbox"/> Roof Maintenance    | <input type="checkbox"/> Not Applicable         |
| <input type="checkbox"/> Expenses Over Base      | <input type="checkbox"/> Liability Insurance  | <input type="checkbox"/> Security System     |   |

Build Out Allowance:  Yes  No  Negotiable

## Structural/Exterior Information

<b>Year Built:</b> _____	<b>Number of Units:</b> _____	<b>Number of Tenants:</b> _____
<b>Ceiling Height:</b> _____	<b>Number of stories:</b> _____	<b>ADA compliant:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No
<b># of Loading Docks:</b> _____	<b># of restrooms:</b> _____	<b># of Overhead Doors:</b> _____
<b>SqFt:</b> _____	<b>Space is Subdividable:</b> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown	<b>Industrial SqFt:</b> _____
<b>SqFt Source</b>	<b>Office SqFt:</b> _____	<b>Residential SqFt:</b> _____
<input type="checkbox"/> Approximate	<b>Retail SqFt:</b> _____	<b>Warehouse SqFt:</b> _____
<input type="checkbox"/> Owner		
<input type="checkbox"/> Public Records	<b>Additional Space Available</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	

**Commercial Features (16 Max)**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Elevator                | <input type="checkbox"/> Hoists                 | <input type="checkbox"/> Loading - Rail Height |
| <input type="checkbox"/> Employee Lounge         | <input type="checkbox"/> Intercom               | <input type="checkbox"/> Loading - Waterfront  |
| <input type="checkbox"/> Fire Suppression System | <input type="checkbox"/> Living Space Available | <input type="checkbox"/> Public Restrooms      |
| <input type="checkbox"/> Freight Elevator        | <input type="checkbox"/> Loading - Dock Height  | <input type="checkbox"/> Security System       |
| <input type="checkbox"/> Handicap Design         | <input type="checkbox"/> Loading - Grade        | <input type="checkbox"/> Window Display        |

**\*Construction (3 Max)**

- |                                |                                   |                                   |                                  |                                |
|--------------------------------|-----------------------------------|-----------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Frame | <input type="checkbox"/> Stone    | <input type="checkbox"/> Block    | <input type="checkbox"/> Masonry | <input type="checkbox"/> Steel |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Aluminum | <input type="checkbox"/> Concrete | <input type="checkbox"/> Metal   | <input type="checkbox"/> Other |

**Flooring (9 Max)**

- |                                       |                                  |                                |  |                               |
|---------------------------------------|----------------------------------|--------------------------------|--|-------------------------------|
| <input type="checkbox"/> Ceramic Tile | <input type="checkbox"/> Parquet | <input type="checkbox"/> Slate | <input type="checkbox"/> Vinyl               | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Concrete     | <input type="checkbox"/> Plywood | <input type="checkbox"/> Tile  | <input type="checkbox"/> Wall-to-Wall Carpet |                               |

Covered Parking Space: \_\_\_\_\_ Uncovered Parking Space: \_\_\_\_\_ Total Parking Spaces: \_\_\_\_\_ Parking Spaces per 1000sqft: \_\_\_\_\_

## Structural/Exterior Information (continued)

**Exterior Features** (20 Max)

- |   |  |   |   |  |
|---|--|---|---|--|
| <input type="checkbox"/> Awnings          | <input type="checkbox"/> Doors - 20+ ft      | <input type="checkbox"/> Levelers           | <input type="checkbox"/> Outside Storage Area | <input type="checkbox"/> Storage Building      |
| <input type="checkbox"/> Door Sign        | <input type="checkbox"/> Doors - under 10 ft | <input type="checkbox"/> Lighting           | <input type="checkbox"/> Pole Sign            | <input type="checkbox"/> Underground Sprinkler |
| <input type="checkbox"/> Doors - 10-15 ft | <input type="checkbox"/> Gutters             | <input type="checkbox"/> Loading Dock/Grade | <input type="checkbox"/> Roof Sign            | <input type="checkbox"/> Underground Utilities |
| <input type="checkbox"/> Doors - 16-20 ft | <input type="checkbox"/> Incinerator         | <input type="checkbox"/> Loading Dock/Well  | <input type="checkbox"/> Sidewalk             | <input type="checkbox"/> None                  |

**Handicap Features** (7 Max)

- |   |   |   |  |
|---|---|---|--|
| <input type="checkbox"/> 32" Minimum Door Widths      | <input type="checkbox"/> Exterior Curb Cuts       | <input type="checkbox"/> Low Cabinetry          | <input type="checkbox"/> Ramps                   |
| <input type="checkbox"/> 60" Turning Radius           | <input type="checkbox"/> Hallways 36+ Inches Wide | <input type="checkbox"/> Low Counters           | <input type="checkbox"/> Remote Devices          |
| <input type="checkbox"/> Accessible Bath              | <input type="checkbox"/> Handicap Parking         | <input type="checkbox"/> Modified Range         | <input type="checkbox"/> Roll-In Shower          |
| <input type="checkbox"/> Appliances are Low/Secure    | <input type="checkbox"/> Hard/Low Nap Floors      | <input type="checkbox"/> Multiple Entries/Exits | <input type="checkbox"/> Roll-under Sink(s)      |
| <input type="checkbox"/> Bath Grab Bars               | <input type="checkbox"/> Lever Door Handles       | <input type="checkbox"/> Raised Dishwasher      | <input type="checkbox"/> Scald Control Faucets   |
| <input type="checkbox"/> Chair Lift                   | <input type="checkbox"/> Lever Faucets            | <input type="checkbox"/> Raised Toilet          | <input type="checkbox"/> Special Needs Transport |
| <input type="checkbox"/> Closet Bars 15-48" Off Floor |   |   |  |

**\*Foundation** (2 Max)

- |                                |                                   |                                 |                                |                               |
|--------------------------------|-----------------------------------|---------------------------------|--------------------------------|-------------------------------|
| <input type="checkbox"/> Block | <input type="checkbox"/> Concrete | <input type="checkbox"/> None   | <input type="checkbox"/> Slab  | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Masonry  | <input type="checkbox"/> Piling | <input type="checkbox"/> Stone |                               |

**\*Roof** (2 Max)

- |   |                                   |  |                                   |                                     |   |
|---|-----------------------------------|--|-----------------------------------|-------------------------------------|---|
| <input type="checkbox"/> Asphalt Shingle    | <input type="checkbox"/> Shake    | <input type="checkbox"/> Composition     | <input type="checkbox"/> Flat     | <input type="checkbox"/> Rubber     | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Fiberglass Shingle | <input type="checkbox"/> Slate    | <input type="checkbox"/> Concrete        | <input type="checkbox"/> Membrane | <input type="checkbox"/> Tar/Gravel | <input type="checkbox"/> Other          |
| <input type="checkbox"/> Wood Shingle       | <input type="checkbox"/> Built Up | <input type="checkbox"/> EPDM Syn.Rubber | <input type="checkbox"/> Metal    | <input type="checkbox"/> Tile       |   |

**\*Garage/Parking Info** (3 Max)

- |  |   |   |   |                                |
|--|---|---|---|--------------------------------|
| <input type="checkbox"/> Attached Garage | <input type="checkbox"/> Covered Garage | <input type="checkbox"/> Unassigned         | <input type="checkbox"/> Parking Garage | <input type="checkbox"/> Other |
| <input type="checkbox"/> Detached Garage | <input type="checkbox"/> Unpaved        | <input type="checkbox"/> Driveway           | <input type="checkbox"/> Parking Lot    | <input type="checkbox"/> None  |
| <input type="checkbox"/> Unit Garage     | <input type="checkbox"/> Paved          | <input type="checkbox"/> On Street Parking  | <input type="checkbox"/> Security       |                                |
| <input type="checkbox"/> Carport         | <input type="checkbox"/> Assigned       | <input type="checkbox"/> Off Street Parking |   |                                |

## Units

**Unit 1** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \$ \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 2** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 3** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 4** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

## Units (continued)

**Unit 5** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 6** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 7** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 8** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 9** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit 10** Unit Type: \_\_\_\_\_ # of Units of this type: \_\_\_\_\_ Full Baths \_\_\_\_\_ Half Baths \_\_\_\_\_  
 Avg SqFt Per Unit: \_\_\_\_\_ Avg Monthly Rent Per Unit \_\_\_\_\_ # Vacant Units \_\_\_\_\_  
 Appliances In Unit (Max 12) \_\_\_\_\_

**Unit Type choices:** 1 Bedroom - 2 Bedroom - 3 Bedroom - 4+ Bedroom - Efficiency - Industrial - Office - Retail

**Appliances Included Choices:** Allowance - Electric Cooktop - Gas Cooktop - Cook Top - Electric Range - Gas Rang - Oven/Range - Counter Grill - Wall Oven - Microwave - Range Hood - Refrigerator - Freezer - Subzero - Icemaker - Dishwasher - Disposal - Compactor - Instant Hot Water Tap - Washer - Electric Dryer - Gas Dryer - Dryer - Wine Chiller - None

## Lot & Location Information

<b>Acres:</b> _____	<b>*Zoning:</b> _____	<b>In Flood Zone</b>	<b>Elevation Certificate</b>
<b>Traffic Count:</b> _____	<b>Road Frontage FT:</b> _____	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

**\*Location (5 Max)**

<input type="checkbox"/> Highway Access	<input type="checkbox"/> Suburban	<input type="checkbox"/> Historic Area	<input type="checkbox"/> Shopping Mall
<input type="checkbox"/> Downtown	<input type="checkbox"/> Rural	<input type="checkbox"/> Industrial Park	<input type="checkbox"/> Strip Mall
<input type="checkbox"/> Urban	<input type="checkbox"/> Park	<input type="checkbox"/> Office Park	<input type="checkbox"/> Other

**\*Road Frontage Description (3 Max)**

<input type="checkbox"/> Interstate Highway	<input type="checkbox"/> Municipal Street	<input type="checkbox"/> Cul-De-Sac	<input type="checkbox"/> Dirt/Gravel Road
<input type="checkbox"/> U.S. Highway	<input type="checkbox"/> Private Road	<input type="checkbox"/> Paved Road	<input type="checkbox"/> Unimproved Road
<input type="checkbox"/> State Road	<input type="checkbox"/> Right of Way	<input type="checkbox"/> Unpaved Road	<input type="checkbox"/> None

**\*Lot Description (6 Max)**

<input type="checkbox"/> On Cul-De-Sac	<input type="checkbox"/> Additional Land Avail.	<input type="checkbox"/> Corner Lot	<input type="checkbox"/> Sloping Lot
<input type="checkbox"/> Farm Land	<input type="checkbox"/> Some Wetlands	<input type="checkbox"/> Golf Course Frontage	<input type="checkbox"/> Treed
<input type="checkbox"/> Zero Lot Line	<input type="checkbox"/> Dry	<input type="checkbox"/> Level Lot	<input type="checkbox"/> N/A



## Lot & Location Information (continued)

**\*Available Documents** (10 Max)

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Appraisal                            | <input type="checkbox"/> Flood Elevation Certificate | <input type="checkbox"/> Soil Survey          |
| <input type="checkbox"/> Brochure                             | <input type="checkbox"/> Lead Disclosure             | <input type="checkbox"/> Subdivision Approval |
| <input type="checkbox"/> Demographic Data                     | <input type="checkbox"/> Legal Description           | <input type="checkbox"/> Topographical Survey |
| <input type="checkbox"/> Environmental Site Assess.           | <input type="checkbox"/> Mechanical Drawing          | <input type="checkbox"/> Zoning Approval      |
| <input type="checkbox"/> Environmental Site Assess. (Phase 1) | <input type="checkbox"/> Photo/Survey                | <input type="checkbox"/> Other                |
| <input type="checkbox"/> Environmental Site Assess. (Phase 2) | <input type="checkbox"/> Plot Plan/Survey            | <input type="checkbox"/> None                 |

## Utility Information

**\*Heat Type** (4 Max)

- |                                     |                                    |                                       |  |
|-------------------------------------|------------------------------------|---------------------------------------|--|
| <input type="checkbox"/> Baseboard  | <input type="checkbox"/> Hydro Air | <input type="checkbox"/> Space Heater | <input type="checkbox"/> Wood/Coal Stove |
| <input type="checkbox"/> Gas on Gas | <input type="checkbox"/> Radiant   | <input type="checkbox"/> Steam        | <input type="checkbox"/> Zoned           |
| <input type="checkbox"/> Heat Pump  | <input type="checkbox"/> Radiator  | <input type="checkbox"/> Wall Unit    | <input type="checkbox"/> Other           |
| <input type="checkbox"/> Hot Air    | <input type="checkbox"/> Solar     | <input type="checkbox"/> Warm Air     | <input type="checkbox"/> No Heat         |
| <input type="checkbox"/> Hot Water  |                                    |                                       |  |

**Heat Fuel** (4 Max)

- |                                     |                                     |                                      |                                  |                                  |                                |
|-------------------------------------|-------------------------------------|--------------------------------------|----------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> Bottle Gas | <input type="checkbox"/> Electric   | <input type="checkbox"/> Kerosene    | <input type="checkbox"/> No Fuel | <input type="checkbox"/> Other   | <input type="checkbox"/> Solar |
| <input type="checkbox"/> Coal       | <input type="checkbox"/> Geothermal | <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Oil     | <input type="checkbox"/> Propane | <input type="checkbox"/> Wood  |

**\*Available Utilities** (6 Max)

- |   |  |   |  |
|---|--|---|--|
| <input type="checkbox"/> Electric           | <input type="checkbox"/> Gas Available   | <input type="checkbox"/> Cable                | <input type="checkbox"/> Fire Suppression System |
| <input type="checkbox"/> Electric Available | <input type="checkbox"/> Telephone       | <input type="checkbox"/> Cable Available      | <input type="checkbox"/> None/Unknown            |
| <input type="checkbox"/> Gas                | <input type="checkbox"/> Phone Available | <input type="checkbox"/> Underground Required |  |

Electrical Voltage: \_\_\_\_\_ Electrical Amperage: \_\_\_\_\_ Electrical Phases: \_\_\_\_\_ # of Electrical Services: \_\_\_\_\_

**\*Water** (2 Max)

- |   |   |  |                                |
|---|---|--|--------------------------------|
| <input type="checkbox"/> Public Water Connected | <input type="checkbox"/> Private Water System | <input type="checkbox"/> Shared Well   | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Water In Street | <input type="checkbox"/> Private Well         | <input type="checkbox"/> Well Required | <input type="checkbox"/> None  |

**\*Cooling** (4 Max)

- |                                       |                                    |  |                                |
|---------------------------------------|------------------------------------|--|--------------------------------|
| <input type="checkbox"/> Attic Fan    | <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Whole House Fan | <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> Wall Unit | <input type="checkbox"/> Window Unit     | <input type="checkbox"/> None  |
| <input type="checkbox"/> Central Air  |                                    |  |                                |

**\*Sewage System** (2 Max)

- |   |  |  |                                |
|---|--|--|--------------------------------|
| <input type="checkbox"/> Public Sewer Connected | <input type="checkbox"/> Septic        | <input type="checkbox"/> Cesspool        | <input type="checkbox"/> Other |
| <input type="checkbox"/> Public Sewer In Street | <input type="checkbox"/> Shared Septic | <input type="checkbox"/> Septic Required | <input type="checkbox"/> None  |

Annual Sewer Usage Fee \_\_\_\_\_ Sewer Assessment Info \_\_\_\_\_

## Association Information

Property Manager: \_\_\_\_\_  
Property Management's Phone \_\_\_\_\_  
Property Management's Email \_\_\_\_\_

## Additional Information/ShowingTime

**Acceptable Financing**

- Assumable     Owner
- CHFA     FHA     VA

**\*Where My Listings Go**

- Homes.com                       Homesnap
- IDX                                       None
- Realtor.com

**\*Display Property Address on Internet?**

- Yes     No

**\*Showing Instructions** (Limit: 125 Characters)

**ShowingTime Instructions** (Limit: 300 Characters)

**\*Directions** (Limit: 255 Characters)

**\*Lockbox Description**

- SmartMLS Elec.
- Non-Compatible Elec
- ECAR-SentriLock
- Combo
- Call List Office
- None

**Lockbox Location:** \_\_\_\_\_

**\*Possession/Occupancy:** \_\_\_\_\_

**\*Owner:** \_\_\_\_\_

**Owner Phone:** \_\_\_\_\_

**\*Sign**     Yes     No

**Occupied By:**     Owner     Tenant     Vacant

**Related MLS #** \_\_\_\_\_

**\*Bank Owned (REO)**     Yes     No

## Remarks

**\*Public Remarks** (Limit: 1500 Characters)

## Remarks/Directions

**Public Remarks (Addendum)** (Limit: 2400 Characters)

**Agent Remarks** (Limit: 500 Characters)

## Agreement/Disclosure

### VALID LISTING AGREEMENT STATEMENT

I, the undersigned Broker or Authorized Agent, represent to the SmartMLS Inc, its members and cooperating agents, that I have a valid and legally enforceable: (1.) "Exclusive Right to Sell" listing agreement; or (2.) "Exclusive Agency" listing agreement; or (3.) "Exclusive Right to Lease" agreement, with the owners of the above entitled property. The information contained in the data information sheet is, to the best of my knowledge and belief, true and accurate.

**Listing Broker or Authorized Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### AUTHORIZATION TO USE THE MULTIPLE LISTING SERVICE AND DISCLAIMER

The Undersigned Owner(s) authorize and instruct(s) the Broker to submit the information contained herein to the SmartMLS Inc, for the purpose of offering the property for sale or lease through its participants during the period specified. This information has been furnished by the Seller and/or other sources and is not guaranteed by the Broker. Owner(s) agree that the information herein is true and correct to his/her/their knowledge. It is understood that there is no contractual relationship between the Owner(s) and the SmartMLS Inc. Receipt of a copy of this Property Data Form is Acknowledged by Owner(s).

**Listing Broker or Authorized Agent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Seller's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Seller's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_