



Listing Information (RED\* indicates required field)

Listing Information ("/" indicates comment field) 60 characters maximum

\*Property Type **Commercial** \*Office ID \_\_\_\_\_ \*Agent ID \_\_\_\_\_  
 Co-Agent ID \_\_\_\_\_ Co-Office ID \_\_\_\_\_ \*Area \_\_\_\_\_  
 Subdivision \_\_\_\_\_ \*County \_\_\_\_\_ Parcel # \_\_\_\_\_  
 Location: \*Street # - Modifier \_\_\_\_\_ Direction \_\_\_\_\_ \*Street Name \_\_\_\_\_  
 Suffix \_\_\_\_\_ P-Direction \_\_\_\_\_ Unit # \_\_\_\_\_ \*City \_\_\_\_\_ \*Zip \_\_\_\_\_  
 Cross Street \_\_\_\_\_ \*Map Coordinates \_\_\_\_\_  
 Land Use Code \_\_\_\_\_ or Circle One (310 Food/Drink Prcsg, 320 Heavy Mfgr, 320 Light Mfgr, 350 Industrial Whse, 360 Industrial Truck Terminal, 370 Small Shop, 380 Mine or Quarry, 389 Industrial Utility, 390 Grain Elevator, 399 Industrial Strctr, 404 Retail/Apt Over, 405 Retail/Office Over, 406 Retail/Storage Over, 410 Motel/Trst Cabin, 411 Hotel, 412 Nursing Hm/Hospital, 415 Mobile Home Park, 416 Campgrounds, 419 Other Comm'l Housing, 420 Small Retail Structure, 421 Supermarket, 422 Discount Store, 424 Department Store, 425 Neighborhood Shopping Center, 426 Community Shopping Center, 427 Regional Shopping Center, 429 Retail Structure, 430 Restaurant/Bar, 431 Office/Apts Over, 432 Office/Retail Over, 433 Office/Storage Over, 435 Drive In Restaurant)

Avail for Auction ( Y / N ) Flood Zone ( A / B / C ) Cross Reference ( Y / N ) MLS C.R. # \_\_\_\_\_ / \_\_\_\_\_  
 Owner/Agent ( Y / N ) Special Comp. Type  Auction / \_\_\_\_\_  Graduated / \_\_\_\_\_  
 Variable / \_\_\_\_\_ Bonus Type  Acceptable Date / \_\_\_\_\_  Acceptable Price / \_\_\_\_\_  
 Full Price / \_\_\_\_\_  Other / \_\_\_\_\_ Bonus Amount \$ \_\_\_\_\_

\*Listing Price \_\_\_\_\_  
 Value Range Price \_\_\_\_\_  
 \*Agreement Type \_\_\_\_\_  
 (Exclusive Right, ER Vari Rate, ER BE Vari Rate, ER Buyer Exclusion, Exclusive Agency, EA Vari Rate, EA Buyer Exclusion, EA BE Vari Rate)  
 Circle One  
 Public Viewable (R.com/IDX) \_\_\_\_\_  
 Show Address to Public ( Y / N ) Circle One  
 Primary Picture Provided by:  
 (Photo / Agent / None) Circle Yes or No  
 Photo Instr \_\_\_\_\_

\*Commission:  
 \*Buyer Agency \_\_\_\_\_ (\$ or %)  
 \*Sub Agency \_\_\_\_\_ (\$ or %)  
 Size(s) \*Approx Sq.Ft. \_\_\_\_\_  
 \*Sq. Ft. Source \_\_\_\_\_  
 Source (Agent/Appr/Own/Public) Circle One  
 Lot Size ( SF or Acres ) \_\_\_\_\_  
 Lot Size Source / \_\_\_\_\_  
 \*Year Blt \_\_\_\_\_ or (New Const / Und Const) Circle One  
 \*Listing Date \_\_\_\_\_  
 \*Expiration Date \_\_\_\_\_

\*School District \_\_\_\_\_  
 High School \_\_\_\_\_  
 Middle School \_\_\_\_\_  
 Elementry School \_\_\_\_\_  
 Special Schl Name \_\_\_\_\_  
 Occupant Type ( O / V / T ) Circle One  
 Owner Name \_\_\_\_\_  
 Owner Phone \_\_\_\_\_  
 Phone to Show \_\_\_\_\_  
 Showing Instructions: \_\_\_\_\_

Marketing Remarks (Max 400 characters):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Agent-Only Remarks (Max 200 characters):  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Direction to Property (Max 100 characters):  
 \_\_\_\_\_  
 \_\_\_\_\_

**Style B**  
 Bed/Breakfast / \_\_\_\_\_  
 Beverage Store / \_\_\_\_\_  
 Campgrounds / \_\_\_\_\_  
 Drive-In Rest / \_\_\_\_\_  
 Food/Drink Processing / \_\_\_\_\_  
 Gas Service Station / \_\_\_\_\_  
 Grain Elevator / \_\_\_\_\_  
 Hospital / \_\_\_\_\_  
 Hotel / \_\_\_\_\_  
 Housing-Commercial / \_\_\_\_\_  
 Housing Tourist / \_\_\_\_\_  
 Mfr - Heavy / \_\_\_\_\_  
 Mfr - Light / \_\_\_\_\_  
 Medical Offices / \_\_\_\_\_  
 Mine/Quarry / \_\_\_\_\_  
 Mobile Home Park / \_\_\_\_\_  
 Motel / \_\_\_\_\_  
 Nursing Home / \_\_\_\_\_  
 Office Building / \_\_\_\_\_  
 Office + Retail / \_\_\_\_\_  
 Office + Retail / \_\_\_\_\_  
 Restaurant / \_\_\_\_\_  
 Retail / \_\_\_\_\_  
 Retail + Apts / \_\_\_\_\_  
 Retail + Offices / \_\_\_\_\_  
 Retail + Storage / \_\_\_\_\_  
 Shopping Strip Mall / \_\_\_\_\_  
 Truck Terminal / \_\_\_\_\_  
 Warehouse / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Basement**  
 Common / \_\_\_\_\_  
 Crawl / \_\_\_\_\_  
 Full / \_\_\_\_\_  
 Partial / \_\_\_\_\_  
 Slab / \_\_\_\_\_  
 Walk-out / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 None / \_\_\_\_\_  
 Above Ground Stories \_\_\_\_\_ / \_\_\_\_\_

**\*Exterior Construction**  
 Aluminum / \_\_\_\_\_  
 Asbestos / \_\_\_\_\_  
 Asphalt / \_\_\_\_\_  
 Block / \_\_\_\_\_  
 Brick / \_\_\_\_\_  
 Concrete Block / \_\_\_\_\_  
 Metal / \_\_\_\_\_  
 Precast Concrete / \_\_\_\_\_  
 Stone / \_\_\_\_\_  
 Stucco / \_\_\_\_\_  
 Vinyl / \_\_\_\_\_  
 Wood Frame / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Fences**  
 Brick Wall / \_\_\_\_\_  
 Invisible Pet / \_\_\_\_\_  
 Iron / \_\_\_\_\_  
 Rail / \_\_\_\_\_  
 Stone Wall / \_\_\_\_\_  
 Wood / \_\_\_\_\_  
 Vinyl / \_\_\_\_\_  
 Full / \_\_\_\_\_

Partial / \_\_\_\_\_  
 Privacy / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Roof**  
 Asphalt / \_\_\_\_\_  
 Cedar Shake / \_\_\_\_\_  
 Fiberglass / \_\_\_\_\_  
 Flat / \_\_\_\_\_  
 Metal / \_\_\_\_\_  
 Pitched / \_\_\_\_\_  
 Slate / \_\_\_\_\_  
 Tar/Gravel / \_\_\_\_\_  
 Tile / \_\_\_\_\_  
 Wood Shingles / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 New / \_\_\_\_\_  
 1-5 Years / \_\_\_\_\_  
 5+ -10 Years / \_\_\_\_\_  
 10+ -15 Years / \_\_\_\_\_  
 15+ Years / \_\_\_\_\_

**\*Parking**  
 1 to 10 Spaces / \_\_\_\_\_  
 11 to 25 Spaces / \_\_\_\_\_  
 25 to 50 Spaces / \_\_\_\_\_  
 51+ Spaces / \_\_\_\_\_  
 Assigned / \_\_\_\_\_  
 Covered / \_\_\_\_\_  
 Driveway / \_\_\_\_\_  
 Indoor / \_\_\_\_\_  
 Multi-Lvl / \_\_\_\_\_  
 On Site/Private / \_\_\_\_\_  
 Outdoor / \_\_\_\_\_  
 Security/Patrolled / \_\_\_\_\_  
 Street/Public / \_\_\_\_\_

\*Total RE Taxes/Half \_\_\_\_\_ / \_\_\_\_\_  
 All Spcl Asmt Inc ( Y / N ) / \_\_\_\_\_

Seller's Initials \_\_\_\_\_



Listing Information (RED\* indicates required field)

Listing Information ("/" indicates comment field) 60 characters maximum

Underground / \_\_\_\_\_  
 None / \_\_\_\_\_

**Driveway**

Blacktop / \_\_\_\_\_  
 Brick / \_\_\_\_\_  
 Concrete / \_\_\_\_\_  
 Gravel / \_\_\_\_\_  
 Add'l Parking / \_\_\_\_\_  
 Circular / \_\_\_\_\_  
 Shared / \_\_\_\_\_  
 Turn Ard Area / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 None / \_\_\_\_\_

**Access**

City Street / \_\_\_\_\_  
 County Road / \_\_\_\_\_  
 Interchange / \_\_\_\_\_  
 Lane / \_\_\_\_\_  
 Private Road / \_\_\_\_\_  
 Public Transportation / \_\_\_\_\_  
 Unpaved Road / \_\_\_\_\_  
 US/State Highway / \_\_\_\_\_

**Curb Cuts/St Entries** \_\_\_\_\_ / \_\_\_\_\_

**Total # of Parking Spc** \_\_\_\_\_ / \_\_\_\_\_

**Property Condition**

"As Is" Condition / \_\_\_\_\_  
 Needs Work / \_\_\_\_\_  
 New to 5 Yrs / \_\_\_\_\_  
 Rehab Potential / \_\_\_\_\_  
 Remodeled / \_\_\_\_\_  
 Restored/Renovated / \_\_\_\_\_  
 Shell / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Miscellaneous**

Abv Grnd Strg Tanks / \_\_\_\_\_  
 ADA Restroom Req / \_\_\_\_\_  
 Barn/Out-Building / \_\_\_\_\_  
 Below Grnd Strg Tank / \_\_\_\_\_  
 Carpeting / \_\_\_\_\_  
 Elevator/Passenger / \_\_\_\_\_  
 Fire Sprinkler Systm / \_\_\_\_\_  
 Furniture/Fixtr Inv / \_\_\_\_\_  
 Generator / \_\_\_\_\_  
 Incinerator / \_\_\_\_\_  
 Janitorial Services / \_\_\_\_\_  
 Lawn Sprinkler Sys / \_\_\_\_\_  
 Locker/Shower Rm / \_\_\_\_\_  
 Lunchroom / \_\_\_\_\_  
 Meeting/Conf Rm / \_\_\_\_\_  
 Private Restroom / \_\_\_\_\_  
 Security Lighting / \_\_\_\_\_  
 Security System / \_\_\_\_\_  
 Sign / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Freight Amenities**

Conveyor System / \_\_\_\_\_  
 Dock Leveler & Seal / \_\_\_\_\_  
 Elevators / \_\_\_\_\_  
 Freight Elevator / \_\_\_\_\_  
 Fuel Pumps/ Tanks / \_\_\_\_\_  
 Indoor Loading / \_\_\_\_\_  
 Loading Area / \_\_\_\_\_  
 Overhead Crane / \_\_\_\_\_  
 Overhead Doors / \_\_\_\_\_  
 Railroad Siding/Spur / \_\_\_\_\_  
 Truck/Dock(s) Loading / \_\_\_\_\_  
 Water Front Loading / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Truck Door Height**

None / \_\_\_\_\_  
 8' to 10' / \_\_\_\_\_  
 10' to 12' / \_\_\_\_\_  
 12' to 14' / \_\_\_\_\_  
 Over 20' / \_\_\_\_\_  
 Door Opener / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Total # of Truck Dr** \_\_\_\_\_ / \_\_\_\_\_

**Total # Truck Docks** \_\_\_\_\_ / \_\_\_\_\_  
**Ceiling Ht of Ldg Area** \_\_\_\_\_ / \_\_\_\_\_

**Lot Features**

**\*Lot Size Front** \_\_\_\_\_ / \_\_\_\_\_  
**\*Lot Size Depth** \_\_\_\_\_ / \_\_\_\_\_  
**\*Lot Dimensions** \_\_\_\_\_  
**\*Lot Number** \_\_\_\_\_  
 Under 1/2 Acre / \_\_\_\_\_  
 Add'l Land Avail / \_\_\_\_\_  
 Bulkhead/ \_\_\_\_\_  
 C A U V Tax / \_\_\_\_\_  
 Corner Lot/ \_\_\_\_\_  
 Dead End St / \_\_\_\_\_  
 Forestry Credit / \_\_\_\_\_  
 Golf Crs Frmtg / \_\_\_\_\_  
 Hillside / \_\_\_\_\_  
 Irregular / \_\_\_\_\_  
 Lake Front / \_\_\_\_\_  
 Land for Development / \_\_\_\_\_  
 Leased Land / \_\_\_\_\_  
 Oil/Gas Well / \_\_\_\_\_  
 Pond / \_\_\_\_\_  
 River Front / \_\_\_\_\_  
 Sidewalks / \_\_\_\_\_  
 Spring/Creek / \_\_\_\_\_  
 Subject to Rezoning / \_\_\_\_\_  
 Survey Markers / \_\_\_\_\_  
 Wetlands / \_\_\_\_\_  
 Wooded / \_\_\_\_\_  
 Not Applicable \_\_\_\_\_  
 Other \_\_\_\_\_

**View**

Valley / \_\_\_\_\_  
 City View / \_\_\_\_\_  
 Lake / \_\_\_\_\_  
 Pond / \_\_\_\_\_  
 Park / \_\_\_\_\_  
 River / \_\_\_\_\_  
 Stream / \_\_\_\_\_  
 Wooded / \_\_\_\_\_  
 Other / \_\_\_\_\_

**Interior Features**

**\*Heating Type**  
 Baseboard / \_\_\_\_\_  
 Central Per Bldg / \_\_\_\_\_  
 Central Per Unit / \_\_\_\_\_  
 Dual / \_\_\_\_\_  
 Forced Air / \_\_\_\_\_  
 Heat Pump / \_\_\_\_\_  
 Hot Air Gravity / \_\_\_\_\_  
 Hot Water / \_\_\_\_\_  
 Radiant / \_\_\_\_\_  
 Space Elec Gas/ \_\_\_\_\_  
 Space Elec Meter / \_\_\_\_\_  
 Steam / \_\_\_\_\_  
 Zoned / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Heating Fuel**

Coal / \_\_\_\_\_  
 Electric / \_\_\_\_\_  
 Dual / \_\_\_\_\_  
 Gas / \_\_\_\_\_  
 Geothermal / \_\_\_\_\_  
 Oil / \_\_\_\_\_  
 Propane / \_\_\_\_\_  
 Separte Meter-Gas / \_\_\_\_\_  
 Separate Meters-Elec / \_\_\_\_\_  
 Solar / \_\_\_\_\_  
 Wood / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Water & Sewer**

Aeration System / \_\_\_\_\_  
 Cistern / \_\_\_\_\_  
 Plumbing-Copper / \_\_\_\_\_  
 Plumbing-Galv / \_\_\_\_\_  
 Plumbing Plastic / \_\_\_\_\_  
 Pond/Spring / \_\_\_\_\_  
 Priv Co Water / \_\_\_\_\_

Priv Co Sewer / \_\_\_\_\_  
 Public Water / \_\_\_\_\_  
 Public Sewer / \_\_\_\_\_  
 Separate Meters / \_\_\_\_\_  
 Septic Tank / \_\_\_\_\_  
 Storm Sewer / \_\_\_\_\_  
 Water Treatmt / \_\_\_\_\_  
 Well / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Water Heater**

30 Gallon / \_\_\_\_\_  
 50 Gallon / \_\_\_\_\_  
 60 Gallon / \_\_\_\_\_  
 80+ Gallon / \_\_\_\_\_  
 Electric / \_\_\_\_\_  
 Gas / \_\_\_\_\_  
 Geothermal / \_\_\_\_\_  
 Oil / \_\_\_\_\_  
 Propane / \_\_\_\_\_  
 Solar / \_\_\_\_\_  
 Rented / \_\_\_\_\_  
 Multiple Heaters / \_\_\_\_\_  
 Other / \_\_\_\_\_

**\*Air Conditioner**

Central per Bldg/ \_\_\_\_\_  
 Central Per Unit/ \_\_\_\_\_  
 Electric / \_\_\_\_\_  
 Gas / \_\_\_\_\_  
 Geothermal / \_\_\_\_\_  
 Wall / \_\_\_\_\_  
 Window Partial / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 None / \_\_\_\_\_  
 Insulation Wall Rvalue \_\_\_\_\_  
 Insulation Ceil Rvalue \_\_\_\_\_

**Terms & Conditions**

Build to Suit / \_\_\_\_\_  
 Bldg + Leased Land / \_\_\_\_\_  
 Equipment All / \_\_\_\_\_  
 Equipment Part / \_\_\_\_\_  
 Equipment None / \_\_\_\_\_  
 Furnishing All / \_\_\_\_\_  
 Furnishing Part / \_\_\_\_\_  
 Furnishing None / \_\_\_\_\_  
 Lease Rights Incl' / \_\_\_\_\_  
 Sell as Entity / \_\_\_\_\_  
 Will Divide / \_\_\_\_\_

**Disability Features**

ADA Approved / \_\_\_\_\_  
 Chair Lift / \_\_\_\_\_  
 Elevators / \_\_\_\_\_  
 Ramp / \_\_\_\_\_  
 Bath / \_\_\_\_\_  
 Kitchen / \_\_\_\_\_  
 Railing / \_\_\_\_\_  
 Roll-in Shower / \_\_\_\_\_  
 Wide Doorway / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 None / \_\_\_\_\_

**Enviromental Issues**

Abv-Grd Storage Tank / \_\_\_\_\_  
 Asbestos / \_\_\_\_\_  
 Flood Plain / \_\_\_\_\_  
 Haz-Mat / \_\_\_\_\_  
 Lead / \_\_\_\_\_  
 PCB / \_\_\_\_\_  
 Radon Gas / \_\_\_\_\_  
 Toxic Material / \_\_\_\_\_  
 Under Grd Mines / \_\_\_\_\_  
 Under Grd Tank / \_\_\_\_\_  
 Other / \_\_\_\_\_  
 None / \_\_\_\_\_



Listing Information (RED\* indicates required field)

Listing Information ("/" indicates comment field) 60 characters maximum

**\*Rental Terms**

None / \_\_\_\_\_

Some Units \_\_\_\_\_

All Units / \_\_\_\_\_

Month to Month / \_\_\_\_\_

2-6 Months / \_\_\_\_\_

6+mo to 1 Yr / \_\_\_\_\_

1+ Year / \_\_\_\_\_

Other / \_\_\_\_\_

**\*Util/ Owner Pays**

Cable Elec Link / \_\_\_\_\_

Electric / \_\_\_\_\_

Heating / \_\_\_\_\_

Trash Collection / \_\_\_\_\_

Sewer / \_\_\_\_\_

Water / \_\_\_\_\_

Pays All / \_\_\_\_\_

None / \_\_\_\_\_

Other / \_\_\_\_\_

**\*Util/ Tenant Pays**

Cable Elec Link / \_\_\_\_\_

Electric / \_\_\_\_\_

Heating / \_\_\_\_\_

Trash Collection / \_\_\_\_\_

Sewer / \_\_\_\_\_

Water / \_\_\_\_\_

Pays All / \_\_\_\_\_

None / \_\_\_\_\_

Other / \_\_\_\_\_

**Financing**

**Available Financing**

Assumable / \_\_\_\_\_

Cash / \_\_\_\_\_

Conv-less 20% / \_\_\_\_\_

Conv 20% More / \_\_\_\_\_

Exchange/Trade / \_\_\_\_\_

FHA/VA / \_\_\_\_\_

Land Contract / \_\_\_\_\_

Lease/Option / \_\_\_\_\_

Lease Purchase / \_\_\_\_\_

Mortgage by Seller / \_\_\_\_\_

Seller Assisted / \_\_\_\_\_

Other / \_\_\_\_\_

**Current Mortgage Type**

Assumable / \_\_\_\_\_

Blanket / \_\_\_\_\_

Conventional / \_\_\_\_\_

FHA / \_\_\_\_\_

Fixed / \_\_\_\_\_

Private / \_\_\_\_\_

VA / \_\_\_\_\_

Variable / \_\_\_\_\_

Other / \_\_\_\_\_

**Assum Mort Bal \$** \_\_\_\_\_ /

**Assum Mort Rate** \_\_\_\_\_ % /

**Rmning MortgTrm/Mo** \_\_\_\_\_

**Possession**  
( 5, 10, 15, 30, TOT, Leased, Nego, Other )  
/ \_\_\_\_\_

**\*Showing Instructions**

Advance Notice / \_\_\_\_\_

Call Agent / \_\_\_\_\_

Call Office / \_\_\_\_\_

Call Seller / \_\_\_\_\_

Key In Office / \_\_\_\_\_

Supra Elec Box / \_\_\_\_\_

Other Lock Box / \_\_\_\_\_

**Tools**

Acctng Stmnt (P&L) / \_\_\_\_\_

Aerial Photo / \_\_\_\_\_

Appraisal / \_\_\_\_\_

Appraisal FHA/VA / \_\_\_\_\_

Blueprints/Drawing / \_\_\_\_\_

Easements / \_\_\_\_\_

Equipment Test / \_\_\_\_\_

EPA Phase 1 / \_\_\_\_\_

EPA Phase 2 / \_\_\_\_\_

Flow Test / \_\_\_\_\_

Property Inspection / \_\_\_\_\_

Property Warranty / \_\_\_\_\_

Maint Srvc Contract / \_\_\_\_\_

Leases / \_\_\_\_\_

Perc Test / \_\_\_\_\_

Restrictions / \_\_\_\_\_

Septic Test / \_\_\_\_\_

Sign / \_\_\_\_\_

Soil Test / \_\_\_\_\_

Survey / \_\_\_\_\_

Termite Inspect / \_\_\_\_\_

Tax Return / \_\_\_\_\_

Topo Map / \_\_\_\_\_

Water Test / \_\_\_\_\_

Well Test / \_\_\_\_\_

Other / \_\_\_\_\_

**Intrnt Sites/Exclude**

Ohio.com / \_\_\_\_\_

PCAOR.com / \_\_\_\_\_

Realtor.com / \_\_\_\_\_

YCAR.org / \_\_\_\_\_

IDX / \_\_\_\_\_

**Unit Type 1**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Stories \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Unit Type 2**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Units \_\_\_\_\_ / \_\_\_\_\_

# of Stories \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Unit Type 3**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Units \_\_\_\_\_ / \_\_\_\_\_

# of Stories \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Unit Type 4**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Units \_\_\_\_\_ / \_\_\_\_\_

# of Stories \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Unit Type 5**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Units \_\_\_\_\_ / \_\_\_\_\_

# of Stories \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Unit Type 6**  
(Industrial, Office, Residential, Retail, Warehouse, Other) *Circle One*

Total SF \_\_\_\_\_ / \_\_\_\_\_

Avg SqFt/Unit \_\_\_\_\_ / \_\_\_\_\_

# of Units \_\_\_\_\_ / \_\_\_\_\_

Traffic Count \_\_\_\_\_ / \_\_\_\_\_

Max Flr Load \_\_\_\_\_ / \_\_\_\_\_

% Leased \_\_\_\_\_ / \_\_\_\_\_

Avg Lease Per SF \_\_\_\_\_ / \_\_\_\_\_

**Income Information**

Gross Rent \$ \_\_\_\_\_ / \_\_\_\_\_

Other Income \$ \_\_\_\_\_ / \_\_\_\_\_

Total Gross Rent \$ \_\_\_\_\_ / \_\_\_\_\_

Vacancy Allowance \$ \_\_\_\_\_ / \_\_\_\_\_

Cap Rate \_\_\_\_\_ / \_\_\_\_\_

Grs Rent Multiplier \_\_\_\_\_ / \_\_\_\_\_

Total Annual Expse \$ \_\_\_\_\_ / \_\_\_\_\_

Net Operating Income \$ \_\_\_\_\_ / \_\_\_\_\_

**Expense Information**

**Amenity Name**

Annual RE Taxes \$ \_\_\_\_\_ / \_\_\_\_\_

Insurance \$ \_\_\_\_\_ / \_\_\_\_\_

Management \$ \_\_\_\_\_ / \_\_\_\_\_

Maintenance \$ \_\_\_\_\_ / \_\_\_\_\_

Heat \$ \_\_\_\_\_ / \_\_\_\_\_

Electric \$ \_\_\_\_\_ / \_\_\_\_\_

Sewer/Water \$ \_\_\_\_\_ / \_\_\_\_\_

Trash/Rubbish \$ \_\_\_\_\_ / \_\_\_\_\_

Miscellaneous \$ \_\_\_\_\_ / \_\_\_\_\_

Lawn/Snow Maint \$ \_\_\_\_\_ / \_\_\_\_\_

Reserves \$ \_\_\_\_\_ / \_\_\_\_\_

Notes:

Signature