

Property Data Form - Commercial

Agent and Office Information

*Coming Soon	*Listing Agent	*Office Name	Listing Team Name
<input type="checkbox"/> Yes <input type="checkbox"/> No	_____	_____	_____

Location Information

*House #	Street Dir	*Street Name	*Street Type	Post Dir	Unit #
_____	_____	_____	_____	_____	_____

Subdivision	*Tax Parcel #	*Township	*Range	*Section
_____	_____	_____	_____	_____

*County	*City	*State	*Year Built	*Year Built Source
_____	_____	_____	_____	<input type="checkbox"/> Appraisal <input type="checkbox"/> Courthouse <input type="checkbox"/> Building Permit <input type="checkbox"/> Owner

*Zip	Zip + 4	*School District	*Project Name
_____	_____	_____	_____

***Legal Description**

Property Information

***Property SubType**

<input type="checkbox"/> Apartment/5+ Units	<input type="checkbox"/> Laundromat	<input type="checkbox"/> Professional Service
<input type="checkbox"/> Automobile Service	<input type="checkbox"/> Manufactured	<input type="checkbox"/> Recreational
<input type="checkbox"/> Bar	<input type="checkbox"/> Medical Services	<input type="checkbox"/> Restaurant - Food Svc
<input type="checkbox"/> Building Trades/Svc	<input type="checkbox"/> Mini-Warehouse	<input type="checkbox"/> Retail
<input type="checkbox"/> Business Service	<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Strip Center
<input type="checkbox"/> Church	<input type="checkbox"/> Mobile Home Park	<input type="checkbox"/> Unimproved
<input type="checkbox"/> Franchise Dealership	<input type="checkbox"/> Multi-Family	<input type="checkbox"/> Warehouse
<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Office Building	<input type="checkbox"/> Wholesale
<input type="checkbox"/> Industrial	<input type="checkbox"/> Professional Building	

*Zoning Code	*List Price
_____	_____

*List Date	*Expiration Date	Census Tract
_____	_____	_____

*Lot Size-SqFt	Acres
_____	_____

*Tax Amount	*Tax Year
_____	_____

****Showing Start Date**

*Building SF #1	Building SF #2	Building SF #3
_____	_____	_____

Owner Name

*SF Source #1	SF Source #2	SF Source #3
<input type="checkbox"/> Appraisal	<input type="checkbox"/> Appraisal	<input type="checkbox"/> Appraisal
<input type="checkbox"/> Building Permit	<input type="checkbox"/> Building Permit	<input type="checkbox"/> Building Permit
<input type="checkbox"/> Court House	<input type="checkbox"/> Court House	<input type="checkbox"/> Court House
<input type="checkbox"/> Not Reporting SF		

Owner Phone

System auto-calculates Acres based on Lot Size - Sq Ft entered.
To calculate, multiply Acres x 43,560

Broker and Disclosure Information

*Internet List <input type="checkbox"/> Yes <input type="checkbox"/> No	*Address Public <input type="checkbox"/> Yes <input type="checkbox"/> No	*Allow Comments/Rev <input type="checkbox"/> Yes <input type="checkbox"/> No	*Allow AVM <input type="checkbox"/> Yes <input type="checkbox"/> No	*Flood Notice Required <input type="checkbox"/> Yes <input type="checkbox"/> No
*Limited Service <input type="checkbox"/> Yes <input type="checkbox"/> No	*Will Accept Delivery <input type="checkbox"/> Yes <input type="checkbox"/> No	*Occupied <input type="checkbox"/> Yes <input type="checkbox"/> No	*Showing Contact <input type="checkbox"/> Call Agent <input type="checkbox"/> Call Owner <input type="checkbox"/> Call Tenant <input type="checkbox"/> Sentikey <input type="checkbox"/> See (R) Remarks	*Keybox Type <input type="checkbox"/> Combo <input type="checkbox"/> SentiLock <input type="checkbox"/> Supra <input type="checkbox"/> None
*Listing Agreement Type <input type="checkbox"/> Exclusive Right to Sell (ERS) <input type="checkbox"/> ERS with Variable Rate <input type="checkbox"/> ERS with Reserved Prospect <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> ERS Subject to Auction/Bid <input type="checkbox"/> Sales Fee Agreement		*Cooperating Broker Compensation <div style="border: 1px solid black; height: 30px; width: 100%;"></div>		

Finance / Warranty Information

*Short Sale <input type="checkbox"/> Yes <input type="checkbox"/> No	*Assumable Loan <input type="checkbox"/> Yes <input type="checkbox"/> No	Loan Type <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Docs on File <input type="checkbox"/> None <input type="checkbox"/> Aerial Photo <input type="checkbox"/> Appraisal <input type="checkbox"/> Blueprints <input type="checkbox"/> Brochure <input type="checkbox"/> Building Permit <input type="checkbox"/> Drawings <input type="checkbox"/> Equipment List <input type="checkbox"/> Env Impact Study	<input type="checkbox"/> Financial <input type="checkbox"/> Land Survey <input type="checkbox"/> Leases <input type="checkbox"/> Legal Description <input type="checkbox"/> Recorded Plat <input type="checkbox"/> Soil Survey <input type="checkbox"/> Topography <input type="checkbox"/> Other	Finance Options <input type="checkbox"/> None <input type="checkbox"/> 203k <input type="checkbox"/> Conventional <input type="checkbox"/> FHA <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Owner Carry 1st <input type="checkbox"/> Owner Carry 2nd <input type="checkbox"/> Special <input type="checkbox"/> State Bond <input type="checkbox"/> Trade <input type="checkbox"/> USDA Rural Dev <input type="checkbox"/> VA <input type="checkbox"/> Other
Adj Rate Mortgage <input type="checkbox"/> Yes <input type="checkbox"/> No	*Corporate <input type="checkbox"/> Yes <input type="checkbox"/> No	*Lender Owned <input type="checkbox"/> Yes <input type="checkbox"/> No	Lender Name <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Loan Balance <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	*Possession <input type="checkbox"/> At Closing <input type="checkbox"/> Subject to Lease <input type="checkbox"/> Negotiable <input type="checkbox"/> Close of Escrow
PITI <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Years Remaining <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Loan Interest Rate <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Expenses Include <input type="checkbox"/> Accounting <input type="checkbox"/> License <input type="checkbox"/> Taxes <input type="checkbox"/> Advertising <input type="checkbox"/> Maintenance <input type="checkbox"/> Trash <input type="checkbox"/> Electric <input type="checkbox"/> Management <input type="checkbox"/> Utilities <input type="checkbox"/> Equipment <input type="checkbox"/> Pest Control <input type="checkbox"/> Vacancy <input type="checkbox"/> Gas <input type="checkbox"/> Rent <input type="checkbox"/> Water/Sewer <input type="checkbox"/> Insurance <input type="checkbox"/> Repairs <input type="checkbox"/> Other <input type="checkbox"/> Landscaping <input type="checkbox"/> Services <input type="checkbox"/> Legal <input type="checkbox"/> Supplies		
*Accuracy of Expenses <input type="checkbox"/> Not Available <input type="checkbox"/> Accountant Provided <input type="checkbox"/> Available <input type="checkbox"/> Estimate <input type="checkbox"/> Limited Info <input type="checkbox"/> Owner Provided <input type="checkbox"/> Pro Forma <input type="checkbox"/> Projected <input type="checkbox"/> Tax Return <input type="checkbox"/> Other			Tenant Pays <input type="checkbox"/> None <input type="checkbox"/> All Utilities <input type="checkbox"/> Cable <input type="checkbox"/> Electric <input type="checkbox"/> Gas <input type="checkbox"/> HOA User Fees <input type="checkbox"/> Insurance <input type="checkbox"/> Maintenance <input type="checkbox"/> Parking <input type="checkbox"/> Security Monitoring <input type="checkbox"/> Sewer <input type="checkbox"/> Taxes <input type="checkbox"/> Water <input type="checkbox"/> Yard Care <input type="checkbox"/> Other	Price Includes <input type="checkbox"/> Building <input type="checkbox"/> Business <input type="checkbox"/> Equipment <input type="checkbox"/> Franchise <input type="checkbox"/> Goodwill <input type="checkbox"/> Inventory <input type="checkbox"/> Land & Improve <input type="checkbox"/> Land Only <input type="checkbox"/> Lease Value <input type="checkbox"/> Licenses <input type="checkbox"/> Other	

Business Information

Annual Gross Income <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Lease Rate Low <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	# Floors <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	*Permitted Use <input type="checkbox"/> Distributive <input type="checkbox"/> Food Service <input type="checkbox"/> Mixed Use <input type="checkbox"/> Office <input type="checkbox"/> Recreational <input type="checkbox"/> Retail <input type="checkbox"/> Warehouse <input type="checkbox"/> Other	Lease Type <input type="checkbox"/> Lease <input type="checkbox"/> Lease Option <input type="checkbox"/> Lease Purchase <input type="checkbox"/> Other Lease Type <input type="checkbox"/> Subsidy
Annual Operating Income <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Lease Rate High <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	# Tenants <div style="border: 1px solid black; height: 30px; width: 100%;"></div>		
Annual Operating Expense <div style="border: 1px solid black; height: 30px; width: 100%;"></div>	Divisible <input type="checkbox"/> Yes <input type="checkbox"/> No	Expandable <input type="checkbox"/> Yes <input type="checkbox"/> No		

Construction Features

*Construction

- | | |
|---------------------------------------|-----------------------------------|
| <input type="checkbox"/> Aluminum | <input type="checkbox"/> Shake |
| <input type="checkbox"/> Asbestos | <input type="checkbox"/> Shingles |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Steel |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Stone |
| <input type="checkbox"/> Frame | <input type="checkbox"/> Stucco |
| <input type="checkbox"/> Manufactured | <input type="checkbox"/> Tilt-Up |
| <input type="checkbox"/> Masonite | <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Modular | <input type="checkbox"/> Other |
| <input type="checkbox"/> Pre-Cut Log | |

Ceiling Height

Restrooms

*Roof Material

- Alum/Metal
- Built Up/Chat
- Composition
- Concrete
- Slate
- Tile
- Wood Shingles
- Other

Interior Walls

- Glass
- Metal
- None/Build Out
- Panel
- Papered
- Plastered
- Sheet Rock/Textured
- Unfinished
- Other

*Foundation

- Crawl Space
- Full Basement
- Partial Basement
- Perm Affixed
- Slab
- Tie Down
- Other

Load Dock Height

of Rooms

Load Door Height

of Stories

Miscellaneous

- | | |
|---|--|
| <input type="checkbox"/> 220V | <input type="checkbox"/> Loading Dock |
| <input type="checkbox"/> 440V | <input type="checkbox"/> Locker Rooms |
| <input type="checkbox"/> Cafeteria | <input type="checkbox"/> Outside Storage |
| <input type="checkbox"/> Elevator | <input type="checkbox"/> Owner Agent |
| <input type="checkbox"/> Fire Sprinkler System | <input type="checkbox"/> Railroad Siding |
| <input type="checkbox"/> Freight Doors | <input type="checkbox"/> Secure Facility |
| <input type="checkbox"/> Freight Elevator | <input type="checkbox"/> Truck Door |
| <input type="checkbox"/> Handicap (See Remarks) | <input type="checkbox"/> Zero Lot Line |
| <input type="checkbox"/> Inside Storage | <input type="checkbox"/> Other |
| <input type="checkbox"/> Janitorial Services | |

*Exterior Features

- None
- Door Sign
- Dumpster
- Incinerator
- Lighting
- Pole Sign
- Pool - Inground
- Pro Landscaped
- Roof Sign
- Sidewalk
- Sprinkler System
- Storage
- Other

*Interior Features

- None
- 9' Ceiling Height
- Attic Exhaust Fan
- Cable TV Wired
- Display Window
- Dry Bar
- Equipment Remarks
- Exclusion Remarks
- Floored Attic
- Hot Tub
- Internal Expansion Area
- Inventory Remarks
- Mini-Kitchen
- Public Restrooms
- Satellite Dish Wired
- Sauna/Steam
- Security System-Leased
- Security System-Owned
- Smoke Detector
- Suspended Ceiling
- Vaulted Ceiling
- Wet Bar
- Window Treatment
- Other

Flooring

- None
- Carpet
- Concrete
- Laminate
- Plywood/Composition
- Some Hardwood
- Tile
- Vinyl
- Wood Veneer
- Wood
- Other

Area / Land Features

Lakes & Rivers (Name)

**Lake/Water Amenities

- | | |
|--|---|
| <input type="checkbox"/> Adjoins Corp Property | <input type="checkbox"/> Marina Available |
| <input type="checkbox"/> Bluff | <input type="checkbox"/> Ramp Available |
| <input type="checkbox"/> Boat Dock | <input type="checkbox"/> Sand Beach |
| <input type="checkbox"/> Boat House | <input type="checkbox"/> Summer View |
| <input type="checkbox"/> Dock Approved Cove | <input type="checkbox"/> Water Access |
| <input type="checkbox"/> Lake/Riverfront Access | <input type="checkbox"/> Winter View |
| <input type="checkbox"/> Lake/Riverfront No Access | <input type="checkbox"/> Other |

*Fence

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> Partial |
| <input type="checkbox"/> Barbed | <input type="checkbox"/> Pipe Fencing |
| <input type="checkbox"/> Chain Link | <input type="checkbox"/> Privacy |
| <input type="checkbox"/> Cross Fenced | <input type="checkbox"/> Split Rail |
| <input type="checkbox"/> Decorative | <input type="checkbox"/> Smooth Wire |
| <input type="checkbox"/> Electric Gate | <input type="checkbox"/> Vinyl |
| <input type="checkbox"/> Full | <input type="checkbox"/> Other |
| <input type="checkbox"/> Hog Wire | |

Mineral Rights

- None
- Available
- Ground Water
- Included
- Not Included
- Partial
- Other

**Dist to Lake/River

- Frontage
- Less Than 1 Mile
- Less Than 5 Miles
- Less Than 10 Miles

Location

- Corner
- Cul De Sac
- Frontage
- Industrial Park
- Interior
- Major Artery
- Mall
- Strip Center

*Lot Frontage

Dimensions

Parking Description

- | | |
|---|---|
| <input type="checkbox"/> None | <input type="checkbox"/> Garage |
| <input type="checkbox"/> 1 Per Unit | <input type="checkbox"/> Garage - 1 Car |
| <input type="checkbox"/> 2 or More Per Unit | <input type="checkbox"/> Garage - 2 Car |
| <input type="checkbox"/> 1-25 Spaces | <input type="checkbox"/> Indoor |
| <input type="checkbox"/> 26-50 Spaces | <input type="checkbox"/> Off Street |
| <input type="checkbox"/> 51-100 Spaces | <input type="checkbox"/> Outdoor |
| <input type="checkbox"/> 101+ Spaces | <input type="checkbox"/> Paved Area |
| <input type="checkbox"/> Assigned | <input type="checkbox"/> Storage |
| <input type="checkbox"/> Carport | <input type="checkbox"/> Street |
| <input type="checkbox"/> Covered | <input type="checkbox"/> Unpaved |
| <input type="checkbox"/> Fee | <input type="checkbox"/> Additional Parking Available |

Energy

*Heating Source

- None
- Electric
- Gas
- Gas / Electric
- Propane - Leased
- Propane - Own
- Solar
- Wood
- Other

*Sewer

- None
- Aerobic
- City
- Lagoon
- Private
- Rural
- Septic Tank
- Other

*Utilities Available

- None
- Cable TV
- Electric
- Gas
- Generator - Fixed
- Generator Ready
- Phone
- Unknown
- Water
- Other

*Heating System

- None
- 2 Units
- 3+ Units
- Baseboard
- Central
- Floor Furnace
- Geothermal
- Heat Pump
- Hot Air Gravity
- Radiant
- Space Heater
- Steam
- Zoned
- Other

*Energy Features

- None
- Attic Exhaust Fan
- Attic Vent - Electric
- Attic Vent - Turbo
- Ceiling Fans
- Extra Insulation
- Insulated Doors
- Insulated Windows
- Programmable Thermostat
- Solar Features
- Solar Tubes
- Storm Doors
- Storm Windows
- Vent Ridge
- Other

*Cooling

- None
- 2 Units
- 3+ Units
- Central AC
- Electronic Air Filter(s)
- Evaporative Solar Cooling
- Heat Pump - Geothermal
- Humidifier(s)
- Window AC
- Zoned
- Other

*Water Source

- City
- Private
- Rural
- Spring
- Well
- Other

Listing Comments

Public Remarks

Empty rectangular box for public remarks.

REALTOR Remarks

Empty rectangular box for REALTOR remarks.

*Directions

Empty rectangular box for directions.

Firm Only Remarks

Empty rectangular box for firm only remarks.

Seller Printed Name

Seller Sign / Date

Listing Agent Printed Name

Listing Agent Sign / Date

Seller Printed Name

Seller Sign / Date

Listing Company Printed Name

Listing Company Authorized Signature / Date