



**General Info**

Unit Number (1) _____	Unit Number (5) _____	Unit Number (9) _____
Monthly Rent(1) _____	Monthly Rent (5) _____	Monthly Rent (9) _____
Unit Size (1) _____	Unit Size (5) _____	Unit Size (9) _____
Lease Expires (1) _____	Lease Expires(5) _____	Lease Expires(9) _____
Minimum Lease Terms (1) _____	Minimum Lease Terms (5) _____	Minimum Lease Terms (9) _____
-----	-----	-----
Unit Number (2) _____	Unit Number (6) _____	Unit Number (10) _____
Monthly Rent (2) _____	Monthly Rent (6) _____	Monthly Rent (10) _____
Unit Size (2) _____	Unit Size (6) _____	Unit Size (10) _____
Lease Expires(2) _____	Lease Expires(6) _____	Lease Expires(10) _____
Minimum Lease Terms (2) _____	Minimum Lease Terms (6) _____	Minimum Lease Terms (10) _____
-----	-----	-----
Unit Number (3) _____	Unit Number (7) _____	
Monthly Rent (3) _____	Monthly Rent (7) _____	Monthly Rental Total: _____
Unit Size (3) _____	Unit Size (7) _____	Total Size: _____
Lease Expires(3) _____	Lease Expires(7) _____	Overage: _____
Minimum Lease Terms (3) _____	Minimum Lease Terms (7) _____	Other Income Actual: _____
-----	-----	-----
Unit Number (4) _____	Unit Number (8) _____	Occupancy%: _____
Monthly Rent (4) _____	Monthly Rent (8) _____	Assessed Value Improved _____
Unit Size (4) _____	Unit Size (8) _____	# of Stories: _____
Lease Expires(4) _____	Lease Expires(8) _____	# of Restrooms!: _____
Minimum Lease Terms (4) _____	Minimum Lease Terms (8) _____	# of Common Restrooms: _____
-----	-----	# of Private Restrooms: _____

Overall % Vacant: \_\_\_\_\_

Vacant SqFt: \_\_\_\_\_

Year Built: \_\_\_\_\_

Effective Age: \_\_\_\_\_

Age: \_\_\_\_\_

Minimum SF Available: \_\_\_\_\_

Max Contiguous Sq.Ft. Avail: \_\_\_\_\_

Lease Rate: \_\_\_\_\_

Common Area Maintenance: \_\_\_\_\_

Expense Stops: \_\_\_\_\_

Sprinkler: \_\_\_\_\_

Parking Ratio: \_\_\_\_\_

Parking (Free Form): \_\_\_\_\_

Tenant Improvement Allowance: \_\_\_\_\_

Building Amenities: (55 Characters): \_\_\_\_\_

**General Section**

SqFt Per Floor 1: \_\_\_\_\_  
 SqFt Per Floor 2: \_\_\_\_\_  
 Estimated SqFt: \_\_\_\_\_  
 Floor Load: \_\_\_\_\_  
 Span: \_\_\_\_\_  
 Minimum Clearance Span: \_\_\_\_\_  
 Alley Access: \_\_\_\_\_  
 Truck Doors: \_\_\_\_\_  
 AMPS: \_\_\_\_\_  
 Phase: \_\_\_\_\_  
 Railroad: \_\_\_\_\_  
 Docks: \_\_\_\_\_  
 Office %: \_\_\_\_\_  
 Loading Doors \_\_\_\_\_  
 Truck Well:: \_\_\_\_\_  
 Volts: \_\_\_\_\_  
 Fenced Sq.Ft.: \_\_\_\_\_  
 Truck Dock: \_\_\_\_\_  
 Ground Level Doors: \_\_\_\_\_  
 Complex/Park: \_\_\_\_\_  
 \_\_\_\_\_

Neighboring Business Type 1: \_\_\_\_\_  
 \_\_\_\_\_  
 Neighboring Business Type 2: \_\_\_\_\_  
 \_\_\_\_\_  
 Neighboring Business Type 3: \_\_\_\_\_  
 \_\_\_\_\_  
 Neighboring Business Type 4: \_\_\_\_\_  
 \_\_\_\_\_;  
 Neighboring Business Type 5: \_\_\_\_\_  
 \_\_\_\_\_;  
 Neighboring Business Type 6: \_\_\_\_\_  
 \_\_\_\_\_  
 Zoning: \_\_\_\_\_  
 Cars Per Day: \_\_\_\_\_  
 Sign Space \_\_\_\_\_  
 Lot Dimensions Approx: \_\_\_\_\_  
 \_\_\_\_\_

**\*Lot Size: (1)**

- 1).25- .25 Acres or Less
- 2).25-.50 .25 through .50 Acres
- 3).5 - .75 .5 through .75 Acres
- 4).75 - 1.5 .75 through 1.5 Acres
- 5)1.5 - 2.5 1.5 through 2.5 Acres
- 6)2.5 - 5.0 2.5 through 5.0 Acres
- 7)5.0 - 10. 5.0 through 10.0 Acres
- 8)10-20 10.0 through 20.0 Acres
- 9)20+ Above 20 AC/See Rmrks.

Lot SqFt Approx: \_\_\_\_\_  
 \_\_\_\_\_  
 Approx # of Acres: \_\_\_\_\_  
 \_\_\_\_\_  
 # of Buildings: \_\_\_\_\_  
 \_\_\_\_\_  
 Square Feet of Improvement: \_\_\_\_\_  
 \_\_\_\_\_;  
 Ceiling Heights: \_\_\_\_\_  
 \_\_\_\_\_;  
 Dock Heights: \_\_\_\_\_  
 \_\_\_\_\_  
 Show Phone: \_\_\_\_\_  
 \_\_\_\_\_

**Flood Zone:**

- UNKHZD Hazard Unknown
- KNWNHZ Known Hazard
- ORMKS Remarks

**Geological Hazard Zone:**

- UNKHZD Hazard Unknown
- KNWNHZ Known Hazard
- ORMKS Remarks

**Type of Lease:**

- GRSS Gross
- MDFGRS Modified Gross
- NET Net
- ORMKS Other/Remarks

**Financials**

**ANNUAL INCOME STATEMENT:**

Fiscal Year From \_\_\_\_\_ to \_\_\_\_\_

**Actual:**

**Projected:**

Actual Gross Schd Income (\$)

Projected Gross Schd Income(\$)

Actual Other Income (\$)

Projected Other Income (\$)

Actual Vacancy&Credit Loss (\$)

Proj Vacancy&Credit Loss (\$)

Actual Gross Oper Income (\$)

Proj Gross Operating Inc(\$)

Actual Operating Expense(\$)

Proj Operating Expense(\$)

Actual Net Operating Income (\$)

Projected Net Income (\$)

Actual Total P&I Pay (\$)

Proj Annual P&I Expense(\$)

Actual Cash on Cash (\$)

Projected Cash on Cash(\$)

Actual Cash Flow (\$)

Projected Cash Flow (\$)

Cap Rate Actual(\$)

Cap Rate Projected (\$)

Gross Multiplier(\$)

Proj Gross Multiplier(\$)

**EXPENSES:**

**Actual:**

**Projected:**

Actual Taxes Expense (\$)

Projected Taxes Expense(\$)

Actual F&L Ins Expense (\$)

Projected F&L Ins Expense (\$)

Actual Gas & Electric(\$)

Projected Gas & Electric(\$)

Actual Wtr/Swr Expense(\$)

Proj. Wtr/Swr Expense\$)

Actual Trash Expense (\$)

Projected TrashExpense(\$)

Actual Supplies Expense (\$)

Projected Supplies Expns (\$)

Actual Maintenance Expense (\$)

Proj. Maintenance Expns(\$)

Actual Pest Control Exp(\$)

Proj. Pest Expense(\$)

Actual License Expense (\$)

Proj. License Expense (\$)

Actual Gardener Expense (\$)

Proj. Gardener Expense(\$)

Actual Mgr Expense(\$)

Proj. Manager Expense\$)

Actual Prop Management (\$)

Proj. Mangemnt Expense(\$)

Actual Other Expense(\$)

Projected Other Expense(\$)

Acutual Total Expense(\$)

Projected Total Expense (\$)

**Financials (continued)**

**1st Loan Balance**

**1st P&I Pymnt**

**1st Int%**

**1st Assum Y/N**

**1st Balloon**

**1st Due MM/YY**

**2nd Loan Balance**

**2nd P&I Pymnt**

**2nd Int%**

**2nd Assum Y/N**

**2nd Balloon**

**2nd Due MM/YY**

**BLN Loan Balance**

**BLN P&I Pymnt**

**BLN Int%**

**BLN Assum Y/N**

**BLN Balloon**

**BLN Due MM/YY**

**AA - Commercial Property Type:**

- AA1 Industrial Lease
- AA2 Industrial Sale
- AA3 Office Lease
- AA4 Office Sale
- AA5 Retail Lease
- AA6 Retail Sale

**AB - Construction:**

- AB1 Block
- AB2 Brick
- AB3 Concrete
- AB4 Concrete Tiltup
- AB5 Frame
- AB6 Glass
- AB7 Steel
- AB8 Stone
- AB9 Stucco
- AB10 Other/Remarks

**AC - Cooling:**

- AC1 Central Forced Air Elec
- AC2 Central Forced Air Gas
- AC3 Evaporative Cooler
- AC4 Heat Pump
- AC5 Wall/Window
- AC6 None
- AC7 Other/Remarks

**AD - Existing Financing:**

- AD1 AITD
- AD2 ARM
- AD3 Clear
- AD4 Conventional
- AD5 CVET
- AD6 FHA
- AD7 Fixed Rate
- AD8 GPM
- AD9 Land Contract
- AD10 Private
- AD11 VA
- AD12 Other Remarks

**AE - Financial Info Source:**

- AE1 Accountant
- AE2 Limited Info
- AE3 Owner
- AE4 Tax Return
- AE5 Other/Remarks

**AF - Floors:**

- AF1 Slab
- AF2 Wood
- AF3 Other/Remarks

**AG - Heating Features:**

- AG1 Baseboard
- AG2 Central/Forced Air Elec
- AG3 Central Forced Air Gas
- AG4 Floor Furnance
- AG5 Heat Pump
- AG6 Radiant
- AG7 Wall
- AG8 Other/Remarks

**AH - Location Features:**

- AH1 Business Park
- AH2 Corner
- AH3 Free Standing
- AH4 Industrial Park
- AH5 Neighborhood Shopping Cntr
- AH6 Regional Shopping Center
- AH7 Strip Center
- AH8 Other/Remarks

**AI - Parking Features:**

- AI1 Metered
- AI2 On Site
- AI3 Private
- AI4 Public
- AI5 Street
- AI6 Underground
- AI7 Other/Remarks

**AJ - Property Type:**

- AJ1 Heavy Mfg
- AJ2 Light Mfg
- AJ3 Mixed Usage
- AJ4 Office
- AJ5 Recreation
- AJ6 Retail
- AJ7 Warehouse
- AJ8 Other/Remarks

**AK - Roof:**

- AK1 Composition
- AK2 Rock/Gravel
- AK3 Shake
- AK4 Tar & Gravel
- AK5 Tile
- AK6 Wood
- AK7 Other/Remarks

**AL - Sales Includes**

- AL1 Building
- AL2 Equipment
- AL3 Inventory
- AL4 Land
- AL5 Leases
- AL6 Licenses/Permits
- AL7 Other/Remarks

## FEATURES

### \*AM - Sales Restrictions

- AM1 Call Agent
- AM2 Court Approval Required
- AM3 Deed Restricted Program
- AM4 Estate
- AM5 HAP (Homeowners Assistant Program)
- AM6 HUD
- AM7 Need Short Sale- No Lender Knowledge
- AM8 NOD Filed/Foreclosure Pending
- AM9 Pre SS Pkg submitted to lender(s), ready to consider offers
- AM10 Probate Subject to Overbid
- AM11 REO
- AM12 Short Sale Approved
- AM13 None Known
- AM14 Other Remarks

### AN - Showing Features:

- AN1 Appt with Listing Office
- AN2 Appt with Occupant
- AN3 Call First
- AN4 Call Listing Office
- AN5 Gate Pass
- AN6 Key In Listing Office
- AN7 With Accepted Offer
- AN8 Other/Remarks

### AO - Special

- AO1 Assessments/Liens
- AO2 Building Report
- AO3 City Report
- AO4 City Transfer Tax
- AO5 Court Approval Sale
- AO6 Energy Retrofit
- AO7 Excluded Items
- AO8 Freeway Access
- AO9 Highway Frontage
- AO10 Home Owners Warranty
- AO11 Land Lease
- AO12 Local Transfer Tax
- AO13 Other Taxes
- AO14 Rent Control
- AO15 RR Spurs
- AO16 Sellers are RE Licensees
- AO17 Service Contracts
- AO18 Termite Certificate
- AO19 None
- AO20 Other/Remarks

### AP - Sq.Ft Source:

- AP1 Buyer to Verify
- AP2 Owner
- AP3 Plans
- AP4 Taped
- AP5 Tax Record
- AP6 Other/Remarks

### AQ- Stories:

- AQ1 1 Story
- AQ2 2 Story
- AQ3 3 Story
- AQ4 4 Story
- AQ5 Bi Level
- AQ6 Tri-Level

### AR- Tenant Pays:

- AR1 Electric
- AR2 Gas
- AR3 Insurance
- AR4 Janitor
- AR5 Maint/Repairs
- AR6 Taxes
- AR7 Trash
- AR8 Water
- AR8 All of the Above
- AR10 None
- AR11 Other/Remarks

### AS- Terms:

- AS1 AITD
- AS2 Assumable 1st
- AS3 Assumable 2nd
- AS4 Assumable Other
- AS5 Cash
- AS6 Cash to Existing Loan
- AS7 Cash to New Loan
- AS8 Exchange Down
- AS9 Exchange Up
- AS10 FHA
- AS11 Land Contract
- AS12 Lease Option
- AS13 Owner May Carry 1st
- AS14 Owner May Carry 2nd
- AS15 State Veteran
- AS16 Submit
- AS17 Use Existing Lender
- AS18 VA
- AS19 Other/Remarks

**Remarks**

**REMARKS:**  
510 Characters

Information is published on the Internet, IDX Sites and/or given to clients - please refer to the attributes of the property in this space.


**Confidential REMARKS:**

510 Characters


**Directions:**

128 Characters


**Advertising**

**REMARKS:**  
510 Characters

Information is published on sites using ListHub to syndicate.


**Supplemental Remarks Field**

4000 Characters (Use separate sheet to supply supplemental remarks)

Remarks (continued)

\*Sentrilock Box

Lockbox ID: \_\_\_\_\_

- Yes
- No

Virtual Tour Link \_\_\_\_\_

Nonbranded link

Virtual Tour Link 2 \_\_\_\_\_

Nonbranded link

3D\_URL \_\_\_\_\_

Nonbranded link

\*\*\*Mandated Remarks:

100 Characters - System To Auto-Populate Based On MLS Rules and Regulations

\*\*\*Mandated Remarks - (1) (R)

- FRR First Right of Refusal \* (C)
- NK None Known
- ACTA Offer accepted contingent on Court approval (c)
- ASHR Offer accepted pending lender approval of Short Sale (C)
- LSEO Offer accepted with Lease Option (P)
- OREO Offer(s) submitted awaiting REO approval(C)
- OSSA Offer(s) submitted awaiting Short Sale approval (C)
- OANS Offer accepted pending lender approval of short sale, no further showings (P)

\*\*\*Mandated Remarks - required only when applicable.

- \*Offer accepted with \_\_\_ hour first right of refusal (C)

(C) denotes that listings that have this item selected will be moved to a Contingent Status

(P) denotes that listings that have this item selected will be moved to a Pending Status

This Information relative to this property is supplied for publication by the owner(s) according to owner's best information and belief and I/We agree the above information is true and correct to the best of my knowledge and belief and authorize agent to submit the above information for publication in the CRMLS, Inc MLS. IT IS HEREIN NOTED THAT CRMLS, INC MLS WILL NOT BE RESPONSIBLE FOR THE ACCURACY OF INFORMATION PROVIDED ABOVE.

Owner Signature: \_\_\_\_\_ (Optional) Date: \_\_\_\_\_

Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Optional)

Broker certifies that a valid contract for the above property is on file in his/her office.

Broker Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature (MLS Participant/Subscriber) \_\_\_\_\_ Date: \_\_\_\_\_

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