



# Commercial Property Data Section

## Privacy

Public/Private: \_\_\_\_\_

## Location

Street #: \_\_\_\_\_ Street Dir: \_\_\_\_\_ Street Name: \_\_\_\_\_

St Suffix: \_\_\_\_\_ St Dir Suffix: \_\_\_\_\_ St Type: \_\_\_\_\_

County: \_\_\_\_\_ Town: \_\_\_\_\_ Zone: \_\_\_\_\_

Zip: \_\_\_\_\_

Unit #: \_\_\_\_\_ Sec./Area: \_\_\_\_\_

Cross St: \_\_\_\_\_

District: \_\_\_\_\_ Section: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

## Price/Property

### Price:

Price Range Listing?: \_\_\_\_\_ Listing Price: \_\_\_\_\_

### Dates:

Listing Date: \_\_\_\_\_ Exp Date: \_\_\_\_\_ Occupancy Date: \_\_\_\_\_

### Property Description:

Sale or Lease: \_\_\_\_\_

### Lease Only:

Type of Comp to Co-op Broker Lease Term:  Fixed Rate\$  Fixed Rate%  Split Rate%

Compensation Offered on Lease: \_\_\_\_\_

Compensation on Lease Renewal: \_\_\_\_\_

### Sale Only:

#### Type of Sale: *Select only one*

- |                                     |                                     |                                   |                                   |
|-------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Bus+Office | <input type="checkbox"/> Investment | <input type="checkbox"/> Prop+Bus | <input type="checkbox"/> Store    |
| <input type="checkbox"/> Business   | <input type="checkbox"/> Office     | <input type="checkbox"/> Property | <input type="checkbox"/> Storefnt |
| <input type="checkbox"/> Inc Prop   | <input type="checkbox"/> Other      | <input type="checkbox"/> Rental   |                                   |

Type of Comp to Co-op Broker Sale:  Fixed Rate\$  Fixed Rate%  Split Rate%

Compensation Offered on Sale: \_\_\_\_\_

#### Property Type: *Select only one*

- |                                       |                                     |                                       |                                    |
|---------------------------------------|-------------------------------------|---------------------------------------|------------------------------------|
| <input type="checkbox"/> Restaurant   | <input type="checkbox"/> Indus Bldg | <input type="checkbox"/> Office Bldg  | <input type="checkbox"/> Store     |
| <input type="checkbox"/> Apt House    | <input type="checkbox"/> Misc       | <input type="checkbox"/> Other        | <input type="checkbox"/> Warehouse |
| <input type="checkbox"/> Comm/Ind     | <input type="checkbox"/> Mixed Use  | <input type="checkbox"/> Shop Center  |                                    |
| <input type="checkbox"/> Free St Bldg | <input type="checkbox"/> Office     | <input type="checkbox"/> Small Stores |                                    |

**Current Uses:**

- |   |  |                                      |
|---|--|--------------------------------------|
| <input type="checkbox"/> Auto Sales       | <input type="checkbox"/> Light Industrial  | <input type="checkbox"/> Residential |
| <input type="checkbox"/> Business         | <input type="checkbox"/> Mixed             | <input type="checkbox"/> Retail      |
| <input type="checkbox"/> Food Services    | <input type="checkbox"/> Office            | <input type="checkbox"/> Utility     |
| <input type="checkbox"/> Heavy Industrial | <input type="checkbox"/> Other/See Remarks | <input type="checkbox"/> Warehouse   |

# Units: \_\_\_\_\_ Rent Per Square Foot: \_\_\_\_\_  
 Approx Int Square Footage: \_\_\_\_\_ GLA Total in Bldg: \_\_\_\_\_  
 Owner Operating Income: \_\_\_\_\_ Net Operating Income: \_\_\_\_\_  
 Other Income: \_\_\_\_\_ Potential Rent Income: \_\_\_\_\_  
 Owner Operating Expenses: \_\_\_\_\_

## Business for Sale

**Business Type:** *Select only one*

- |  |  |  |  |
|--|--|--|--|
| <input type="checkbox"/> Audio           | <input type="checkbox"/> Distributor         | <input type="checkbox"/> Laund/Dry Clean | <input type="checkbox"/> Recreation      |
| <input type="checkbox"/> Auto            | <input type="checkbox"/> Doctor Office       | <input type="checkbox"/> Liquor Store    | <input type="checkbox"/> Restaurant      |
| <input type="checkbox"/> Bar             | <input type="checkbox"/> Drug/Beauty         | <input type="checkbox"/> Maintenance     | <input type="checkbox"/> Retail          |
| <input type="checkbox"/> Beauty/Barber   | <input type="checkbox"/> Fast Food           | <input type="checkbox"/> Manufacture     | <input type="checkbox"/> Retail Food     |
| <input type="checkbox"/> Bed N Breakfast | <input type="checkbox"/> Florist/Nursery Gas | <input type="checkbox"/> Marine Misc     | <input type="checkbox"/> Routes          |
| <input type="checkbox"/> Church          | <input type="checkbox"/> Station             | <input type="checkbox"/> Motel/Hotel     | <input type="checkbox"/> Services        |
| <input type="checkbox"/> Deli            | <input type="checkbox"/> Health Spa/Gym      | <input type="checkbox"/> Other           | <input type="checkbox"/> Stationery      |
| <input type="checkbox"/> Dentist Office  | <input type="checkbox"/> Inn                 | <input type="checkbox"/> Pizza           | <input type="checkbox"/> Video Wholesale |

Business Name: \_\_\_\_\_  
 Business Located At: \_\_\_\_\_  
 Business Age: \_\_\_\_\_ Lease Exp Date: \_\_\_\_\_ Inventory: \_\_\_\_\_  
 Inventory Included: \_\_\_\_\_ Leasehold Improvements: \_\_\_\_\_  
 Fixtures & Equipment: \_\_\_\_\_ Gross Profit: \_\_\_\_\_  
 APOD Attached: \_\_\_\_\_  
 Type of Comp to Co-op Broker Business:  Fixed Rate\$  Fixed Rate%  Split Rate%  
 Compensation Offered on Business: \_\_\_\_\_  
 Business NOI: \_\_\_\_\_ # Dining Seats: \_\_\_\_\_

## Building

**Building:**

Zoning: \_\_\_\_\_ Office %: \_\_\_\_\_  
 Vacancy %: \_\_\_\_\_ Amps: \_\_\_\_\_  
 Lot Sq Footage: \_\_\_\_\_ Frontage Feet: \_\_\_\_\_  
 RE Included: \_\_\_\_\_ Building Size: \_\_\_\_\_  
 #Buildings: \_\_\_\_\_ Year Built Exception: \_\_\_\_\_ Year Renovated: \_\_\_\_\_

**Building:** *cont'*

Space Available for Lease: \_\_\_\_\_ Under Steel: \_\_\_\_\_  
Overhead Door#: \_\_\_\_\_ Overhead Door Height: \_\_\_\_\_  
#Docks: \_\_\_\_\_ Parking Spaces: \_\_\_\_\_ Parking Spaces at Building: \_\_\_\_\_  
Tail Board#: \_\_\_\_\_ Approx Year Built: \_\_\_\_\_  
Space on Floor#: \_\_\_\_\_  
Elevator: \_\_\_\_\_ Elevator Type: \_\_\_\_\_ Stories: \_\_\_\_\_  
HVAC Tonnage: \_\_\_\_\_ Electric Phase: \_\_\_\_\_

**Heating Fuel:**

- |                                      |   |  |
|--------------------------------------|---|--|
| <input type="checkbox"/> Coal        | <input type="checkbox"/> None             | <input type="checkbox"/> Other/See Remarks |
| <input type="checkbox"/> Electric    | <input type="checkbox"/> Oil              | <input type="checkbox"/> Propane           |
| <input type="checkbox"/> Kerosene    | <input type="checkbox"/> Oil Above Ground | <input type="checkbox"/> Solar             |
| <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Oil Below Ground | <input type="checkbox"/> Wood              |

**Heating Type:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Base Board          | <input type="checkbox"/> Gravity Hot Air      | <input type="checkbox"/> Hydro Air     |
| <input type="checkbox"/> Ducts               | <input type="checkbox"/> Heat Pump            | <input type="checkbox"/> Hydronic      |
| <input type="checkbox"/> Electric            | <input type="checkbox"/> Heat Pump Air        | <input type="checkbox"/> None          |
| <input type="checkbox"/> Energy Star Unit(s) | <input type="checkbox"/> Heat Recovery System | <input type="checkbox"/> Other         |
| <input type="checkbox"/> Forced Air          | <input type="checkbox"/> Hot Air              | <input type="checkbox"/> Passive Solar |
| <input type="checkbox"/> Geothermal          | <input type="checkbox"/> Hot Water            |  |

**Sewer:**

- |   |  |
|---|--|
| <input type="checkbox"/> Cesspool           | <input type="checkbox"/> Septic              |
| <input type="checkbox"/> Community          | <input type="checkbox"/> Septic Above Ground |
| <input type="checkbox"/> Municipal          | <input type="checkbox"/> Septic Approved     |
| <input type="checkbox"/> None               | <input type="checkbox"/> Sewer               |
| <input type="checkbox"/> Others/See Remarks | <input type="checkbox"/> Sewer Over 500 Feet |

**View:**

- |   |                                       |
|---|---------------------------------------|
| <input type="checkbox"/> Bridge View    | <input type="checkbox"/> Scenic View  |
| <input type="checkbox"/> City View      | <input type="checkbox"/> Skyline View |
| <input type="checkbox"/> Mountain Views | <input type="checkbox"/> View         |
| <input type="checkbox"/> Open View      |                                       |
| <input type="checkbox"/> Park View      |                                       |

**Waterfront Features:**

- |                                       |   |   |                                       |
|---------------------------------------|---|---|---------------------------------------|
| <input type="checkbox"/> Bay          | <input type="checkbox"/> Dock/Mooring     | <input type="checkbox"/> Lake/Pond/Stream | <input type="checkbox"/> Sound        |
| <input type="checkbox"/> Beach        | <input type="checkbox"/> Harbor           | <input type="checkbox"/> Lakefront        | <input type="checkbox"/> Water Access |
| <input type="checkbox"/> Beach Rights | <input type="checkbox"/> Inlet            | <input type="checkbox"/> Ocean            | <input type="checkbox"/> Water Other  |
| <input type="checkbox"/> Bulkhead     | <input type="checkbox"/> Lake             | <input type="checkbox"/> Pond             | <input type="checkbox"/> Water View   |
| <input type="checkbox"/> Canal        | <input type="checkbox"/> Lake Association | <input type="checkbox"/> River            | <input type="checkbox"/> Waterfront   |
| <input type="checkbox"/> Creek        | <input type="checkbox"/> Lake Views       | <input type="checkbox"/> River Views      |                                       |

**Modifications/Exclusions:**

- |   |   |
|---|---|
| <input type="checkbox"/> M1 Buyer Exclusions        | <input type="checkbox"/> M7 Insufficiency of Funds  |
| <input type="checkbox"/> M2 Agent Exclusions        | <input type="checkbox"/> M7A Litigation Policy      |
| <input type="checkbox"/> M3 IAW                     | <input type="checkbox"/> M7B Litigation Policy      |
| <input type="checkbox"/> M4 Commission Modification | <input type="checkbox"/> M8 Short Sale Notification |
| <input type="checkbox"/> M6 Disclosure of Ownership | <input type="checkbox"/> None                       |

**Green Features:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Double Pane Windows      | <input type="checkbox"/> Energy Star Washer        | <input type="checkbox"/> Low Flow/Dual Flush Toilet |
| <input type="checkbox"/> Double Paned Windows     | <input type="checkbox"/> Energy Star Water Heater  | <input type="checkbox"/> Programmable Thermostat    |
| <input type="checkbox"/> Energy Star Dishwasher   | <input type="checkbox"/> Energy Star Windows       | <input type="checkbox"/> Solar Panels               |
| <input type="checkbox"/> Energy Star Doors        | <input type="checkbox"/> Geothermal Water Heater   | <input type="checkbox"/> Solar Pool Cover           |
| <input type="checkbox"/> Energy Star Dryer        | <input type="checkbox"/> Gray Water System         | <input type="checkbox"/> Solar Water Heater         |
| <input type="checkbox"/> Energy Star Furnace      | <input type="checkbox"/> Green Certified           | <input type="checkbox"/> Storm Doors                |
| <input type="checkbox"/> Energy Star Refrigerator | <input type="checkbox"/> Insulated Doors           | <input type="checkbox"/> Tankless Water Heater      |
| <input type="checkbox"/> Energy Star Skylight(s)  | <input type="checkbox"/> Insulated Windows         | <input type="checkbox"/> Triple Thermo Windows      |
| <input type="checkbox"/> Energy Star Stove        | <input type="checkbox"/> Low Flow Showers/Fixtures | <input type="checkbox"/> Windmill                   |

**Owner/Broker**

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

Listing Agent: \_\_\_\_\_ Listing Agent Phone#: \_\_\_\_\_

Co-Listing Agent: \_\_\_\_\_ Co-Listing Agent Phone#: \_\_\_\_\_

**For Lease Only:**

Coop Broker Lease Term Comp: \_\_\_\_\_

Agreement Type: \_\_\_\_\_ Seller Financing: \_\_\_\_\_

Auction Listing: \_\_\_\_\_ Auction Terms Sale Listing: \_\_\_\_\_

Contract Vendee Listing: \_\_\_\_\_

Show Instructions: \_\_\_\_\_

**Remarks/Misc**

Broker Remarks (Info for Realtors):

Directions:

**Public Remarks is for description only. No name, PH#, refer to agent, office, status etc.**

Public Remarks (Info for consumers):

Supersedes: \_\_\_\_\_ Supersedes ML#: \_\_\_\_\_

Do you want to display the address on the internet: \_\_\_\_\_

By signing this Property Data Form, Owner(s) acknowledges that Owner(s) read the form in its entirety and affirms to the best of their knowledge, recollection, or ability that the information contained therein is true and accurate as of the date Owner(s) signs the form. Should Owner(s) acquire knowledge, which changes any of the information contained on this form, Owner(s) must immediately notify Listing Broker of such changes in writing.

By: \_\_\_\_\_ (Owner) \_\_\_\_\_ (Owner) \_\_\_\_\_ (Date)