

PROPERTY SUBTYPE (select up to one, one required)

- AUTOMOTIVE GARAGE RECREATIONAL SPECIALIZED SERVICES
- BAR HOTEL/MOTEL RESTAURANT WHOLESALE
- BEAUTY/BARBER LIQUOR STORE RETAIL OTHER See Remarks
- COMMISSION SALE MANUFACTURER SCHOOL OTHER See Attachment
- FOOD SERVICE PROFESSIONAL SERVICE STATION

ASSESSOR'S PARCEL NUMBER (R)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

COUNTY (R)	ADDRESS (Street Number) (R)	STREET # MODIFIER (Lot 3, # 4, etc.)	STREET DIRECTION
			<input type="radio"/> EAST <input type="radio"/> NORTHEAST <input type="radio"/> SOUTH <input type="radio"/> SOUTHWEST <input type="radio"/> NORTH <input type="radio"/> NORTHWEST <input type="radio"/> SOUTHEAST <input type="radio"/> WEST

ADDRESS (Street Name) (R)	SUFFIX
	<input type="radio"/> AVENUE <input type="radio"/> COVE <input type="radio"/> LANE <input type="radio"/> PARKWAY <input type="radio"/> STREET <input type="radio"/> WAY <input type="radio"/> BLVD <input type="radio"/> DRIVE <input type="radio"/> LOOP <input type="radio"/> PLACE <input type="radio"/> TERRACE <input type="radio"/> CIRCLE <input type="radio"/> HIGHWAY <input type="radio"/> PASS <input type="radio"/> ROAD <input type="radio"/> TRAIL <input type="radio"/> COURT <input type="radio"/> JUNCTION <input type="radio"/> PASSAGE <input type="radio"/> SQUARE <input type="radio"/> WALK

CITY (R)	ZIP CODE (R)	ZIP + 4

CROSS STREET (R)

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

OFFICE ID (R)	AGENT ID (R)	STATUS
		<input checked="" type="radio"/> ACTIVE

CO-OFFICE ID	CO-AGENT ID	SPECIAL LISTING CONDITIONS (select up to three, one required)
		<input type="checkbox"/> AUCTION <input type="checkbox"/> RELEASE CLAUSE <input type="checkbox"/> NONE <input type="checkbox"/> HUD OWNED <input type="checkbox"/> SHORT SALE <input type="checkbox"/> OTHER <input type="checkbox"/> NOTICE OF DEFAULT <input type="checkbox"/> SUBJECT TO COURT CONFIRM <input type="checkbox"/> PROBATE LISTING <input type="checkbox"/> SUBJECT TO LENDER CONFIRMATION <input type="checkbox"/> REAL ESTATE OWNED <input type="checkbox"/> SUCCESSOR TRUSTEE SALE

SERVICE LEVEL (select one, one required)	LISTING PRICE (no \$, no commas) (R)
<input type="radio"/> LIMITED <input type="radio"/> RESTRICTED <input type="radio"/> NONE OF THE ABOVE	

LISTING DATE (R)	EXPIRATION DATE (R)	ON MARKET DATE (R)																		
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: 8px;">MM</td> <td style="text-align: center; font-size: 8px;">DD</td> <td style="text-align: center; font-size: 8px;">YY</td> </tr> </table> <p style="font-size: 8px; text-align: center;">DATE EXAMPLE: 11 30 19</p>				MM	DD	YY	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: 8px;">MM</td> <td style="text-align: center; font-size: 8px;">DD</td> <td style="text-align: center; font-size: 8px;">YY</td> </tr> </table> <p style="font-size: 8px; text-align: center;">DATE EXAMPLE: 01 30 20</p>				MM	DD	YY	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> <td style="border: 1px solid black; width: 20%; height: 20px;"></td> </tr> <tr> <td style="text-align: center; font-size: 8px;">MM</td> <td style="text-align: center; font-size: 8px;">DD</td> <td style="text-align: center; font-size: 8px;">yy</td> </tr> </table> <p style="font-size: 8px; text-align: center;">DATE EXAMPLE: 11 30 19</p>				MM	DD	yy
MM	DD	YY																		
MM	DD	YY																		
MM	DD	yy																		

COMMISSION TYPE (R)	COMMISSION TO SELLING OFFICE (R)	VARIABLE / DUAL RATE COMMISSION (R)
<input type="radio"/> DOLLAR AMOUNT <input type="radio"/> PERCENTAGE OF SALE		<input type="radio"/> YES <input type="radio"/> NO

SHOWING INSTRUCTIONS (select up to four, one required)

<input type="checkbox"/> 24 HR NOTICE	<input type="checkbox"/> CALL 1ST LOCKBOX	<input type="checkbox"/> GATE CODE CALL AGENT	<input type="checkbox"/> KEY IN OFFICE	<input type="checkbox"/> SECURITY SYSTEM	<input type="checkbox"/> VACANT	<input type="checkbox"/> OTHER See Attachment
<input type="checkbox"/> ALARM CODE IN L/B	<input type="checkbox"/> CALL SHOWING CONTACT	<input type="checkbox"/> GATE CODE PROVIDED	<input type="checkbox"/> NO PHOTOS ALLOWED	<input type="checkbox"/> SURVEILLANCE EQUIPMENT IN USE	<input type="checkbox"/> VACANT W/LOCKBOX	
<input type="checkbox"/> APPOINTMENT ONLY	<input type="checkbox"/> CBS RESTRICTED-CLA	<input type="checkbox"/> GO DIRECT-BUS HOURS	<input type="checkbox"/> RESTRICTED HOURS	<input type="checkbox"/> TEXT SHOWING CONTACT	<input type="checkbox"/> OTHER See Remarks	

PRIMARY SHOWING CONTACT TYPE (select one, one required)

AGENT CARETAKER LISTING OFFICE OWNER PROPERTY MANAGER TENANT VACANT OTHER

PRIMARY SHOWING CONTACT NAME (required, NOT required if VACANT)	PRIMARY SHOWING CONTACT PHONE (required, NOT required if VACANT)

SECONDARY SHOWING CONTACT TYPE (select one)

AGENT CARETAKER LISTING OFFICE OWNER PROPERTY MANAGER TENANT VACANT OTHER

SECONDARY SHOWING CONTACT NAME	SECONDARY SHOWING CONTACT PHONE

LOCKBOX LOCATION	GATE CODE

COPYRIGHT METROLIST MARCH 2019 ALL MEASUREMENTS AND ALL CALCULATIONS OF AREA (i.e., SQ FT AND ACREAGE) ARE APPROXIMATE. BROKER HAS A VALID LISTING SIGNED BY SELLER AUTHORIZING ITS PLACEMENT IN THE MLS. ABOVE INFORMATION IS PROVIDED BY SELLER AND / OR OTHER SOURCES AND HAS NOT BEEN VERIFIED BY BROKER.

SELLER'S INITIALS _____ DATE _____ BROKER'S INITIALS _____ DATE _____
 SELLER'S INITIALS _____ DATE _____ SALESPERSON'S INITIALS _____ DATE _____

CONTACT NAME

--	--	--

CONTACT PHONE

--	--	--	--	--	--	--	--	--	--

ALTERNATE CONTACT PHONE

--	--	--	--	--	--	--	--	--	--

ZONING (R)

--	--	--

CENSUS TRACT

--	--	--

AREA (R)

--	--	--

APPROX BUILDING SQ FT (R)

--	--	--

AGE (select one, one required)

- LESS THAN 1 YEAR 6-10 YEARS OLD
 1-2 YEARS OLD 11-20 YEARS OLD
 3-5 YEARS OLD OVER 20 YEARS OLD

LOT SIZE (R)

Sq Ft Acres

--	--	--

LOT SIZE SOURCE

- APPRAISER BUILDER
 ARCHITECT OWNER
 ASSESSOR AUTO-FILL

LOT DIMENSIONS

--	--	--

BUSINESS NAME

--	--	--

BUILDING USE / TYPE OF BUSINESS (R)

--	--	--

HOURS (select up to four, one required)

- OPEN 24 HOURS EVENINGS ONLY
 OPEN 7 DAYS OPEN MON - FRI
 OPEN 8 HOURS/DAY OPEN SATURDAY
 OPEN 8+ HOURS/DAY OPEN SUNDAY
 OPEN -8 HOURS/DAY

NUMBER OF EMPLOYEES (select one, one required)

- 1-5 OWNER
 6-10 NONE
 11+ OTHER See Remarks
 FAMILY OTHER See Attachment

SALE PRICE INCLUDES (select up to three, one required)

- COVENANT NAME
 FIXTURES & EQUIPMENT REAL ESTATE
 GOODWILL SPECIAL PERMITS
 INVENTORY OTHER See Remarks
 LEASEHOLD IMPROVEMENT OTHER See Attachment
 LICENSE

LOCATION (select up to three, one required)

- BUSINESS DISTRICT PROF OFFICE DIST
 COMMERCIAL SHOPPING CENTER
 CORNER OTHER See Remarks
 FREE STANDING OTHER See Attachment
 INDUSTRIAL

PARKING (select up to four, one required)

- 1-10 SPACES METERED
 11-30 SPACES OFF STREET
 31-50 SPACES PUBLIC
 50+ SPACES UNDERGROUND
 LIGHTED VALET

LABOR INFORMATION (select one, one required)

- UNION
 NON-UNION
 OTHER

SEATING (select up to two, one required)

- 1-9 NONE
 10-24 OTHER See Remarks
 25-49 OTHER See Attachment
 50-99
 100+

MISCELLANEOUS (select up to seven, one required)

- APPRAISED ESCALATOR
 ASSOCIATION DUES SIGN CONTROL
 BASEMENT NONE
 CLUE REPORT AVAIL OTHER See Remarks
 ELEVATOR OTHER See Attachment

SECURITY FEATURES (select up to five)

- FIRE ALARM PANIC ALARM SECURITY SYS OWNED WINDOW SECURITY BARS
 FIRE SUPPRESSION SYS SECURED ACCESS SECURITY SYS PREWIRED WINDOW BARS W/QK RELEASE
 GATE GUARDED SECURITY PATROL SMOKE DETECTOR OTHER See Remarks
 GATE UNGUARDED SECURITY SYS LEASED VIDEO SYSTEM OTHER See Attachment

DISABILITY FEATURES (select up to five)

- ACCESSIBLE ELEVATOR RAMP OTHER See Attachment
 DOORS SHOWER
 GRAB BARS WHEELCHAIR ACCESS
 KITCHEN CABINETS OTHER See Remarks

ACCESS (select up to two, one required)

- AIRPORT NEARBY PUBLIC TRANS NEARBY
 FREEWAY EXPOSURE RAILROAD SPUR
 FREEWAY FRONTAGE SHOPPING CNTR NEARBY
 HIGHWAY EXPOSURE OTHER See Remarks
 HIGHWAY FRONTAGE OTHER See Attachment
 HOSPITAL NEARBY

COOLING (select up to four)

- CENTRAL OTHER See Remarks
 EVAPORATIVE COOLER
 MULTIUNITS
 MULTIZONE
 WINDOW UNIT(S)
 NONE

HEATING (select up to four)

- BASEBOARD MULTIZONE
 CENTRAL NATURAL GAS
 ELECTRIC PROPANE
 FLOOR FURNACE WALL FURNACE
 HEAT PUMP OTHER
 MULTIUNITS

WATER SOURCE (select up to two)

- PUBLIC
 TREATMENT EQUIPMENT
 OTHER See Remarks
 OTHER

SEWER (select up to three)

- HOLDING TANK
 PRIVATE SEWER
 PUBLIC SEWER
 SEWER CONNECTED
 NONE
 OTHER

GROSS SCHEDULED INCOME

--	--	--	--	--	--	--	--	--	--	--	--

NET OPERATING INCOME

--	--	--	--	--	--	--	--	--	--	--	--

CURRENT LEASE (select up to three, one required)

- 1 YEAR GROSS
 1-3 YEARS LAND
 3-5 YEARS NEW
 ASSIGNABLE PERCENTAGE
 EQUIPMENT RENEWABLE

LEASE TERMS (select up to three, one required)

- TRIPLE NET COMMON AREA MAINT
 NONE CPI INCREASE TAX INCREASE
 OTHER See Remarks FLAT RENT OTHER See Remarks
 OTHER See Attachment PERCENTAGE OTHER See Attachment

TOTAL ACTUAL RENT

--	--	--	--	--	--	--	--	--	--	--	--

TRANSACTION TYPE (select one, one required)

- EXCHANGE
 FOR LEASE
 FOR SALE
 OPTION
 OTHER

TENANT

- YES
 NO

BONDS/ASMTS/TAXES (R)

- YES **IF "YES" SELECTED,
BONDS/ASMTS/TAXES
DESCRIPTION IS REQUIRED**
 UNKNOWN

BONDS/ASMTS/TAXES DESCRIPTION (select up to five)

- 1911 MELLO ROOS OTHER See Remarks
 1915 TRANSFER TAX CITY OTHER See Attachment
 LOCAL ASSESSMENTS TRANSFER TAX PRIVATE

EXISTING FINANCING (select up to four, one required)

- CONTRACT OF SALE LEASE
 CONVENTIONAL PRIVATE
 EQUIPMENT LEASE OTHER See Remarks
 FREE AND CLEAR OTHER See Attachment

TERMS (select up to four, one required)

- ASSUMABLE FARM LOAN SPCL-CNTRCT/ADDM-CLA
 CASH LEASE OPTION TRADE
 CONVENTIONAL NEW LOAN OTHER See Remarks
 EXCHANGE OWNER CARRY OTHER See Attachment

CC&Rs (R)

- YES
 NO

POSSESSION (select up to two, one required)

- BY AGREEMENT UUC FILING DATE
 CLOSE OF ESCROW OTHER See Remarks
 IMMEDIATE OTHER See Attachment

TYPE LISTING (select one, one required)

- EXCLUSIVE RIGHT OPEN
 EXCLUSIVE AGENCY PROBATE
 NET

PICTURE PROVIDED BY (R)

- AGENT
 SELLER
 EXCLUDED BY SELLER
 3RD PARTY PHOTOGRAPHER

INTERNET ADVERTISING (R)

- YES (DEFAULT)
 NO

INTERNET ADDRESS DISPLAY (R)

- YES (DEFAULT)
 NO

PROPERTY DESCRIPTION LIMIT TO 1000 CHARACTERS

(NON CONFIDENTIAL INFORMATION ONLY)

(APPEARS ON THE INTERNET)

CONFIDENTIAL AGENT REMARKS

LIMIT TO 1300 CHARACTERS

DIRECTIONS TO PROPERTY (R)

LIMIT TO 500 CHARACTERS

COPYRIGHT METROLIST MARCH 2019

ALL MEASUREMENTS AND ALL CALCULATIONS OF AREA (i.e., Sq Ft AND ACREAGE) ARE APPROXIMATE. BROKER HAS A VALID LISTING SIGNED BY SELLER AUTHORIZING ITS PLACEMENT IN THE MLS. ABOVE INFORMATION IS PROVIDED BY SELLER AND / OR OTHER SOURCES AND HAS NOT BEEN VERIFIED BY BROKER.

SELLER'S SIGNATURE _____ DATE _____

SELLER'S SIGNATURE _____ DATE _____

BROKER'S SIGNATURE _____ DATE _____

SALESPERSON'S SIGNATURE _____ DATE _____