

COMMERCIAL LEASE PROFILE SHEET

Required fields marked with (*) = Choose one only = Can choose multiple

Submitted by		Entered by		MLS #
Date Received		Date Entered		Tax ID*
Address*				
Directions*				
Property Sub Type* <input type="radio"/> Industrial <input type="radio"/> Office <input type="radio"/> Retail <input type="radio"/> Sports and Entertainment <input type="radio"/> Land for Commercial Use <input type="radio"/> Retail <input type="radio"/> Special Purpose <input type="radio"/> Other				
Comparable* <input type="radio"/> Y <input type="radio"/> N			List Price*	
Status* <input type="radio"/> Active <input type="radio"/> Active Under Contract <input type="radio"/> Cancelled <input type="radio"/> Closed <input type="radio"/> Coming Soon <input type="radio"/> Pending <input type="radio"/> Temp Off Market <input type="radio"/> Withdrawn				
Listing Agreement Type* <input type="radio"/> Exclusive Agency <input type="radio"/> Exclusive Right			Expiration Date*	
Short Sale* <input type="radio"/> Y <input type="radio"/> N			REO (Real Estate Owned)* <input type="radio"/> Y <input type="radio"/> N	
Disclosures <input type="checkbox"/> None <input type="checkbox"/> Agent has Financial Interest <input type="checkbox"/> Agent Related to Owner <input type="checkbox"/> Other				
Prospects Excluded* <input type="radio"/> Y <input type="radio"/> N		Dual Agency* <input type="radio"/> Y <input type="radio"/> N		Designated Representative* <input type="radio"/> Y <input type="radio"/> N
Inclusions				
Exclusions				
Close Date*				
Signed Lease Date*				

Compensation

Buyer Agent Compensation Selection*	Compensation:	<input type="checkbox"/> \$ <input type="checkbox"/> % of <input type="checkbox"/> Monthly <input type="checkbox"/> Annual Lease Price
Sub-Agency Compensation Selection*	Compensation:	<input type="checkbox"/> \$ <input type="checkbox"/> % of <input type="checkbox"/> Monthly <input type="checkbox"/> Annual Lease Price
Transaction Broker Compensation Selection*	Compensation:	<input type="checkbox"/> \$ <input type="checkbox"/> % of <input type="checkbox"/> Monthly <input type="checkbox"/> Annual Lease Price
Remarks - Compensation		
Dual Variable Compensation* <input type="radio"/> Y <input type="radio"/> N		

Transaction Participants

Listing an Auction, Ground Rent or Land Lease? Add as much detail as you can. Download and use the Auction/Ground Rent/Land Lease addendum.

List Agent*	Co List Agent	Selling Agent*
Co Buyer Agent	Owner Name	Owner Phone

Locations

MLS Area*	Municipality*
Subdivision/Neighborhood	School District Name*
Cross Street	High School
Building Name	Middle/Junior School
Election District	Elementary School

Taxes: Assessment

Listing a HOA/Condo/Coop Association? Add as much detail as you can. Download and use the HOA/Condo/Coop Association addendum.

Automatically Update Tax Values Y/N* <input type="radio"/> Y <input type="radio"/> N	Zoning*	Zoning Description
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Taxes: Tax Bill

**In City Limits and City/Town Tax is Required if not PA or NJ.*

In City Limits* <input type="radio"/> Y <input type="radio"/> N		
City/Town Tax†	City/Town Tax Payment Frequency <input type="radio"/> Unknown <input type="radio"/> Annually <input type="radio"/> Monthly <input type="radio"/> One time <input type="radio"/> Quarterly <input type="radio"/> Semi-Annually	
School Tax	School Tax Payment Frequency <input type="radio"/> Unknown <input type="radio"/> Annually <input type="radio"/> Monthly <input type="radio"/> One time <input type="radio"/> Quarterly <input type="radio"/> Semi-Annually	
Municipal Trash <input type="radio"/> Y <input type="radio"/> N	Total Taxes Payment Freq <input type="radio"/> Unknown <input type="radio"/> Annually <input type="radio"/> Monthly <input type="radio"/> One time <input type="radio"/> Quarterly <input type="radio"/> Semi-Annually	

Building & Utilities: Construction Details

New Construction* <input type="radio"/> Y <input type="radio"/> N		Construction Completed* <input type="radio"/> Y <input type="radio"/> N		Year Built*	
Year Built Source* <input type="radio"/> Assessor <input type="radio"/> Estimated				Year Major Reno/Remodel	
Construction Materials*					
<input type="checkbox"/> Advanced Framing	<input type="checkbox"/> Cedar	<input type="checkbox"/> Frame	<input type="checkbox"/> Metal Siding	<input type="checkbox"/> Stick Built	
<input type="checkbox"/> Aluminium Siding	<input type="checkbox"/> Cement Siding	<input type="checkbox"/> Galvanized Plumbing	<input type="checkbox"/> Mixed	<input type="checkbox"/> Stone	
<input type="checkbox"/> Asbestos	<input type="checkbox"/> Combination	<input type="checkbox"/> Glass	<input type="checkbox"/> Mixed Plumbing	<input type="checkbox"/> Structural Insulated Panel System (SIPS)	
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Composition	<input type="checkbox"/> HardiPlank Type	<input type="checkbox"/> Modular/Manufactured	<input type="checkbox"/> Stucco	
<input type="checkbox"/> Batts Insulation	<input type="checkbox"/> Concrete	<input type="checkbox"/> Lead Plumbing	<input type="checkbox"/> Rigid Insulation	<input type="checkbox"/> Synthetic Stucco	
<input type="checkbox"/> Block	<input type="checkbox"/> Copper Plumbing	<input type="checkbox"/> Log	<input type="checkbox"/> Rock	<input type="checkbox"/> T-1-11	
<input type="checkbox"/> Blown-In Insulation	<input type="checkbox"/> Corrugated Siding	<input type="checkbox"/> Log Siding	<input type="checkbox"/> Rough-In Plumbing	<input type="checkbox"/> Tile	
<input type="checkbox"/> Brick	<input type="checkbox"/> CPVC/PVC	<input type="checkbox"/> Low VOC Insulation	<input type="checkbox"/> Shake Siding	<input type="checkbox"/> Trombe Wall	
<input type="checkbox"/> Brick Front	<input type="checkbox"/> Dryvit	<input type="checkbox"/> Low VOC Products/Finishes	<input type="checkbox"/> Shingle Siding	<input type="checkbox"/> Vinyl Siding	
<input type="checkbox"/> Brick Veneer	<input type="checkbox"/> Fiber Cement	<input type="checkbox"/> Masonite	<input type="checkbox"/> Spray Foam Insulation	<input type="checkbox"/> Wood Siding	
<input type="checkbox"/> Cast Iron Plumbing	<input type="checkbox"/> Fiberglass Siding	<input type="checkbox"/> Masonry	<input type="checkbox"/> Steel Siding	<input type="checkbox"/> Other	
Roof					
<input type="checkbox"/> Asphalt	<input type="checkbox"/> Concrete	<input type="checkbox"/> Flat	<input type="checkbox"/> Pitched	<input type="checkbox"/> Slate	<input type="checkbox"/> Wood
<input type="checkbox"/> Unknown	<input type="checkbox"/> Built-Up	<input type="checkbox"/> Cool/White	<input type="checkbox"/> Foam	<input type="checkbox"/> Rubber	<input type="checkbox"/> Tar/Gravel
<input type="checkbox"/> Architectural Shingle	<input type="checkbox"/> Check For Warranty	<input type="checkbox"/> Copper	<input type="checkbox"/> Hip	<input type="checkbox"/> Shake	<input type="checkbox"/> Tile
<input type="checkbox"/> Asbestos Shingle	<input type="checkbox"/> Composite	<input type="checkbox"/> Fiberglass	<input type="checkbox"/> Metal	<input type="checkbox"/> Shingle	<input type="checkbox"/> Vegetated
Flooring Type					
<input type="checkbox"/> Ceramic Tile	<input type="checkbox"/> Fully Carpeted	<input type="checkbox"/> Heavy Duty	<input type="checkbox"/> Marble	<input type="checkbox"/> Rough-In	<input type="checkbox"/> Terrazzo
<input type="checkbox"/> 3000+ PSI	<input type="checkbox"/> Concrete	<input type="checkbox"/> Hardwood	<input type="checkbox"/> Laminated	<input type="checkbox"/> Partially Carpeted	<input type="checkbox"/> Slate
<input type="checkbox"/> Carpet	<input type="checkbox"/> Dirt	<input type="checkbox"/> Heated	<input type="checkbox"/> Load Restrictions	<input type="checkbox"/> Raised	<input type="checkbox"/> Stone
				<input type="checkbox"/> Tile/Brick	<input type="checkbox"/> Wood
				<input type="checkbox"/> Vinyl	<input type="checkbox"/> Other
Property Condition					
<input type="checkbox"/> Excellent	<input type="checkbox"/> Good	<input type="checkbox"/> Below Average		<input type="checkbox"/> Major Rehab Needed	
<input type="checkbox"/> Very Good	<input type="checkbox"/> Average				
Building Winterized Y/N <input type="radio"/> Yes <input type="radio"/> No			Buildout Allowance Y/N <input type="radio"/> Yes <input type="radio"/> No		
Building Classification <input type="radio"/> Class A <input type="radio"/> Class B <input type="radio"/> Class C					
Building Units Total			Building Level Count		
Unit Entry Floor	Elevators Count	Drive in Door Height <input type="checkbox"/> 6' to 8' <input type="checkbox"/> 8' to 12' <input type="checkbox"/> 12' to 15' <input type="checkbox"/> 15' to 20' <input type="checkbox"/> Over 20'			
Total Loading Docks*		Total Levelers*		Total Drive In Doors*	

Building & Utilities: Utilities

Listing a Manufactured or Mobile Home? Add as much detail as you can. Download and use the Manufactured/Mobile Home addendum.

Utilities					
<input type="checkbox"/> None	<input type="checkbox"/> Butane	<input type="checkbox"/> DSL Available	<input type="checkbox"/> Multiple Phone Lines	<input type="checkbox"/> Phone Available	<input type="checkbox"/> Sewer Available
<input type="checkbox"/> (c) Other	<input type="checkbox"/> Cable TV	<input type="checkbox"/> Electric Available	<input type="checkbox"/> Natural Gas Available	<input type="checkbox"/> Phone Connected	<input type="checkbox"/> Under Ground
<input type="checkbox"/> Above Ground	<input type="checkbox"/> Cable TV Available	<input type="checkbox"/> Fiber Optics Available	<input type="checkbox"/> Phone	<input type="checkbox"/> Phone Not Available	<input type="checkbox"/> Water Available
Internet Services					
<input type="checkbox"/> Broadband	<input type="checkbox"/> DSL	<input type="checkbox"/> Fixed Wireless		<input type="checkbox"/> LTE	
<input type="checkbox"/> Cable	<input type="checkbox"/> Fiber Optic	<input type="checkbox"/> Satellite		<input type="checkbox"/> Other	
Water Source*					
<input type="checkbox"/> Holding Tank	<input type="checkbox"/> Public	<input type="checkbox"/> Tap Fee	<input type="checkbox"/> Well-Shared		
<input type="checkbox"/> None	<input type="checkbox"/> Lateral Not Installed/Must Tap Off Main	<input type="checkbox"/> Public Hook-up Available	<input type="checkbox"/> Well	<input type="checkbox"/> Within 50 FT	
<input type="checkbox"/> Cistern	<input type="checkbox"/> Private	<input type="checkbox"/> Rainwater Harvesting	<input type="checkbox"/> Well Permit on File	<input type="checkbox"/> Other	
<input type="checkbox"/> Community	<input type="checkbox"/> Private/Community Water	<input type="checkbox"/> Spring	<input type="checkbox"/> Well Required		
Sewer Septic*					
<input type="checkbox"/> Aerobic Septic	<input type="checkbox"/> Mound System	<input type="checkbox"/> Public Septic	<input type="checkbox"/> Sewer Tap Fee		
<input type="checkbox"/> Applied for Permit	<input type="checkbox"/> Nitrogen Removal System	<input type="checkbox"/> Public Sewer	<input type="checkbox"/> Shallow Place Areas Approved		
<input type="checkbox"/> Approved System	<input type="checkbox"/> No Septic Approved	<input type="checkbox"/> Sand Filter Approved	<input type="checkbox"/> Shared Septic		
<input type="checkbox"/> Capping Fill	<input type="checkbox"/> No Septic System	<input type="checkbox"/> Sand Lime Trench Beds Approved	<input type="checkbox"/> Shared Sewer		
<input type="checkbox"/> Cess Pool	<input type="checkbox"/> No Sewer System	<input type="checkbox"/> Seepage Bed Approved	<input type="checkbox"/> Site Evaluation on File		
<input type="checkbox"/> Gravity Sept Fld	<input type="checkbox"/> Not Applied for Permit	<input type="checkbox"/> Septic < # of BR	<input type="checkbox"/> Spray Irrigation		
<input type="checkbox"/> Grinder Pump	<input type="checkbox"/> On Site Septic	<input type="checkbox"/> Septic = # of BR	<input type="checkbox"/> Standard Trench Approved		
<input type="checkbox"/> Holding Tank	<input type="checkbox"/> Perc Approved Septic	<input type="checkbox"/> Septic > # of BR	<input type="checkbox"/> Sub-Surface		
<input type="checkbox"/> Lateral/Tap Off Main	<input type="checkbox"/> Pressure Dose	<input type="checkbox"/> Septic Exists	<input type="checkbox"/> Within 50 FT		
<input type="checkbox"/> Lateral/Tap on Site	<input type="checkbox"/> Private Sewer	<input type="checkbox"/> Septic Permit Issued	<input type="checkbox"/> Other		
<input type="checkbox"/> Low Pressure Pipe (LPP)	<input type="checkbox"/> Private/Community Septic Tank	<input type="checkbox"/> Septic Pump			
	<input type="checkbox"/> Public Hook/Up Available	<input type="checkbox"/> Serial District Approved			

Electric Service	<input type="checkbox"/> 150 Amps	<input type="checkbox"/> 440 Volts	<input type="checkbox"/> Generator	<input type="checkbox"/> Photovoltaics Seller Owned	<input type="checkbox"/> Underground		
<input type="checkbox"/> 100 Amp Service	<input type="checkbox"/> 200+ Amp Service	<input type="checkbox"/> 60 Amp Service	<input type="checkbox"/> Knob and Tube	<input type="checkbox"/> Photovoltaics Third-Party Owned	<input type="checkbox"/> Other		
<input type="checkbox"/> 110 Volts	<input type="checkbox"/> 220 Volts	<input type="checkbox"/> Circuit Breakers	<input type="checkbox"/> Less than 60 Amp Service	<input type="checkbox"/> Single Phase			
<input type="checkbox"/> 120/240V	<input type="checkbox"/> 3 Phases	<input type="checkbox"/> Fuses		<input type="checkbox"/> Transformer			
Hot Water*	<input type="checkbox"/> 60+ Gallon Tank	<input type="checkbox"/> Coal	<input type="checkbox"/> Instant Hot Water	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Propane	<input type="checkbox"/> Solar	<input type="checkbox"/> Wood
<input type="checkbox"/> None	<input type="checkbox"/> Bottled Gas	<input type="checkbox"/> Electric	<input type="checkbox"/> Multi-tank	<input type="checkbox"/> Oil	<input type="checkbox"/> S/W Changeover	<input type="checkbox"/> Tankless	<input type="checkbox"/> Other
Cooling Type*	<input type="checkbox"/> Dehumidifier	<input type="checkbox"/> HRV/ERV	<input type="checkbox"/> Solar On Grid	<input type="checkbox"/> Window Unit(s)			
<input type="checkbox"/> None	<input type="checkbox"/> Ductless/Mini-Split	<input type="checkbox"/> Multi Units	<input type="checkbox"/> Solar Rough-In	<input type="checkbox"/> Zoned			
<input type="checkbox"/> Air Purification System	<input type="checkbox"/> Energy Star Cooling System	<input type="checkbox"/> Programmable Thermostat	<input type="checkbox"/> Wall Unit	<input type="checkbox"/> Other			
<input type="checkbox"/> Attic Fan	<input type="checkbox"/> Fresh Air Recovery System	<input type="checkbox"/> Roof Mounted	<input type="checkbox"/> Whole House Exhaust Ventilation				
<input type="checkbox"/> Ceiling Fan(s)	<input type="checkbox"/> Geothermal	<input type="checkbox"/> Solar Attic Fan	<input type="checkbox"/> Whole House Fan				
<input type="checkbox"/> Central A/C	<input type="checkbox"/> Heat Pump(s)	<input type="checkbox"/> Solar Off Grid	<input type="checkbox"/> Whole House Supply Ventilation				
Heating Type*	<input type="checkbox"/> Energy Star Heating System	<input type="checkbox"/> Hot Water & Baseboard - Electric	<input type="checkbox"/> Solar Off Grid	<input type="checkbox"/> Wood Burn Stove			
<input type="checkbox"/> None	<input type="checkbox"/> Forced Air	<input type="checkbox"/> Humidifier	<input type="checkbox"/> Solar On Grid	<input type="checkbox"/> Zoned			
<input type="checkbox"/> 90% Forced Air	<input type="checkbox"/> Heat Pump - Electric BackUp	<input type="checkbox"/> Programmable Thermostat	<input type="checkbox"/> Solar Rough-In	<input type="checkbox"/> Other			
<input type="checkbox"/> Baseboard-Electric	<input type="checkbox"/> Heat Pump - Gas BackUp	<input type="checkbox"/> Radiant	<input type="checkbox"/> Space Heater				
<input type="checkbox"/> Baseboard-Hot Water	<input type="checkbox"/> Heat Pump - Oil BackUp	<input type="checkbox"/> Radiator	<input type="checkbox"/> Steam				
<input type="checkbox"/> Ceiling	<input type="checkbox"/> Heat Pump(s)	<input type="checkbox"/> Solar - Active	<input type="checkbox"/> Summer/Winter Changeover				
<input type="checkbox"/> Central	<input type="checkbox"/> Hot Water	<input type="checkbox"/> Solar - Passive	<input type="checkbox"/> Wall Unit				
Heating Fuel*	<input type="checkbox"/> Central	<input type="checkbox"/> Geo-thermal	<input type="checkbox"/> Oil	<input type="checkbox"/> Renewable	<input type="checkbox"/> Wood		
<input type="checkbox"/> None	<input type="checkbox"/> Coal	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Propane-Leased	<input type="checkbox"/> Solar	<input type="checkbox"/> Other		
<input type="checkbox"/> Bio Fuel	<input type="checkbox"/> Electric	<input type="checkbox"/> Natural Gas Available	<input type="checkbox"/> Propane-Owned	<input type="checkbox"/> Wind Turbine/Power			
Electric Avg/Month							

Building & Utilities: Basement & Foundation

Foundation Details	<input type="checkbox"/> None	<input type="checkbox"/> Block	<input type="checkbox"/> Brick/Mortar	<input type="checkbox"/> Concrete Perimeter	<input type="checkbox"/> Crawl Space	<input type="checkbox"/> Flood Vent	<input type="checkbox"/> Slab	<input type="checkbox"/> Stone	<input type="checkbox"/> Other
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Features & Rooms: Interior Features

Accessibility Features*	<i>A list of the accessibility features included in the sale/lease.</i>						
<input type="checkbox"/> None	<input type="checkbox"/> 32"+ Wide Doors	<input type="checkbox"/> Accessible Switches/Outlets	<input type="checkbox"/> Elevator	<input type="checkbox"/> Level Entry - Main	<input type="checkbox"/> Ramp - Main Level		
<input type="checkbox"/> 2+ Access Exits	<input type="checkbox"/> 36"+ Wide Halls	<input type="checkbox"/> Chairlift	<input type="checkbox"/> Grab Bars Mod	<input type="checkbox"/> No Stairs	<input type="checkbox"/> Other		
Security Features	<input type="checkbox"/> Doorman	<input type="checkbox"/> Main Entrance Lock	<input type="checkbox"/> Security Gate	<input type="checkbox"/> Surveillance System			
<input type="checkbox"/> 24 Hour Security	<input type="checkbox"/> Exterior Cameras	<input type="checkbox"/> Monitored	<input type="checkbox"/> Security System	<input type="checkbox"/> Window Grills			
<input type="checkbox"/> Carbon Monoxide Detector(s)	<input type="checkbox"/> Fire Detection System	<input type="checkbox"/> Motion Detectors	<input type="checkbox"/> Smoke Detector				
<input type="checkbox"/> Desk in Lobby	<input type="checkbox"/> Intercom	<input type="checkbox"/> Non-Monitored	<input type="checkbox"/> Sprinkler System - Indoor				

Lot & Parking: Lot Measurements

Listing Green Features? Add as much detail as you can. Download and use the Green Features addendum.

Lot Size SQFT*	Lot Size Acres*	Lot Size Dimensions
Lot Size Source*	<input type="radio"/> Assessor <input type="radio"/> Estimated	Lot Dimensions Source <input type="radio"/> Assessor <input type="radio"/> Estimated
Lot Features	<input type="checkbox"/> Crops Reserved	<input type="checkbox"/> Landscaping
<input type="checkbox"/> Additional Lot(s)	<input type="checkbox"/> Cul-de-sac	<input type="checkbox"/> Level
<input type="checkbox"/> Backs - Open Common Area	<input type="checkbox"/> Flag	<input type="checkbox"/> Marshy
<input type="checkbox"/> Backs - Parkland	<input type="checkbox"/> Flood Plain	<input type="checkbox"/> Mountainous
<input type="checkbox"/> Backs to Trees	<input type="checkbox"/> Front Yard	<input type="checkbox"/> No Thru Street
<input type="checkbox"/> Bulkheaded	<input type="checkbox"/> Interior	<input type="checkbox"/> Non-Tidal Wetland
<input type="checkbox"/> Cleared	<input type="checkbox"/> Irregular	<input type="checkbox"/> Not In Development
<input type="checkbox"/> Corner	<input type="checkbox"/> Landlocked	<input type="checkbox"/> Open
	<input type="checkbox"/> Partly Wooded	<input type="checkbox"/> Pipe Stem
	<input type="checkbox"/> Pond	<input type="checkbox"/> Poolside
	<input type="checkbox"/> Premium	<input type="checkbox"/> Private
	<input type="checkbox"/> PUD	<input type="checkbox"/> Rear Yard
	<input type="checkbox"/> Rented Lot	<input type="checkbox"/> Rip-Rapped
	<input type="checkbox"/> Road Frontage	<input type="checkbox"/> Rural
	<input type="checkbox"/> Secluded	<input type="checkbox"/> Side Yard(s)
	<input type="checkbox"/> Ski in/Ski out	<input type="checkbox"/> Sloping
	<input type="checkbox"/> Stream/Creek	<input type="checkbox"/> Subdivision Possible
	<input type="checkbox"/> Tidal Wetland	<input type="checkbox"/> Trees/Wooded
	<input type="checkbox"/> Unrestricted	<input type="checkbox"/> Vegetation Planting
	<input type="checkbox"/> Zero Lot Line	<input type="checkbox"/> Other

Lot & Parking: Lot Description

Views	<input type="checkbox"/> Courtyard	<input type="checkbox"/> Harbor	<input type="checkbox"/> Mountain	<input type="checkbox"/> Pasture	<input type="checkbox"/> Street	<input type="checkbox"/> Other
<input type="checkbox"/> Bay	<input type="checkbox"/> Creek/Stream	<input type="checkbox"/> Lake	<input type="checkbox"/> Ocean	<input type="checkbox"/> Pond	<input type="checkbox"/> Trees/Woods	
<input type="checkbox"/> Canal	<input type="checkbox"/> Garden/Lawn	<input type="checkbox"/> Limited	<input type="checkbox"/> Panoramic	<input type="checkbox"/> River	<input type="checkbox"/> Valley	
<input type="checkbox"/> City	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Marina	<input type="checkbox"/> Park/Greenbelt	<input type="checkbox"/> Scenic Vista	<input type="checkbox"/> Water	
Location Type	<input type="radio"/> Downtown	<input type="radio"/> Free Standing	<input type="radio"/> Out Parcel	<input type="radio"/> Upper Level		
<input type="radio"/> Business District	<input type="radio"/> Highway	<input type="radio"/> Industrial Park	<input type="radio"/> Pad Site	<input type="radio"/> Urban		
<input type="radio"/> Business Park	<input type="radio"/> Other		<input type="radio"/> Rural	<input type="radio"/> Other		
<input type="radio"/> Corner Lot/ Unit			<input type="radio"/> Suburban			
Tax Opportunity Zone Y/N	<input type="radio"/> Yes	<input type="radio"/> No				
Fencing Y/N	<input type="radio"/> Yes	<input type="radio"/> No				

Road Frontage Length				
Road Surface Type	<input type="checkbox"/> Access - On Grade	<input type="checkbox"/> Concrete	<input type="checkbox"/> Paved	<input type="checkbox"/> Tar and Chip
<input type="checkbox"/> None	<input type="checkbox"/> Alley	<input type="checkbox"/> Dirt	<input type="checkbox"/> Process for Approval	<input type="checkbox"/> Unimproved
<input type="checkbox"/> Access - Above Grade	<input type="checkbox"/> Approved	<input type="checkbox"/> Gravel	<input type="checkbox"/> Railroad	<input type="checkbox"/> US highway/Interstate
<input type="checkbox"/> Access - Below Grade	<input type="checkbox"/> Black Top	<input type="checkbox"/> Oiled	<input type="checkbox"/> Stone	<input type="checkbox"/> Other
Road Responsibility <input type="checkbox"/> Boro/Township <input type="checkbox"/> City/County <input type="checkbox"/> Easement/Right of Way <input type="checkbox"/> Private <input type="checkbox"/> Public <input type="checkbox"/> Road Maintenance Agreement <input type="checkbox"/> State				

Lot & Parking: Parking				
Type of Parking*				
<input type="checkbox"/> None	<input type="checkbox"/> Leased to Off Site	<input type="checkbox"/> On Street	<input type="checkbox"/> Private Garage	<input type="checkbox"/> Other
<input type="checkbox"/> Driveway	<input type="checkbox"/> Off Site	<input type="checkbox"/> Parking Lot	<input type="checkbox"/> Public Garage	
Parking Features				
<input type="checkbox"/> Attendant	<input type="checkbox"/> Handicap Parking	<input type="checkbox"/> Private	<input type="checkbox"/> Surface	
<input type="checkbox"/> Electric Vehicle Charging Station(s)	<input type="checkbox"/> Lighted Parking	<input type="checkbox"/> Public	<input type="checkbox"/> Unassigned	
<input type="checkbox"/> Fenced	<input type="checkbox"/> Paved Parking	<input type="checkbox"/> Security/Monitored		
Truck/Trailer Parking Spaces*		Car Parking Spaces*		
Total Parking Spaces (Autocalculated)				

Photos & Tours	
Photo Option* <input type="radio"/> Lister Will Upload All <input type="radio"/> No Photo per Seller	TIP: Click Manage Photos to upload pictures of your listing, and click the Manage Virtual Tours to add URLs of your virtual tours.

Remarks & Internet Settings	
Remarks - Public (4000 characters)	
Remarks - Agent Private	
Remarks - Office Private	
Seller Authorizes The Listing on the Internet* <input type="radio"/> Y <input type="radio"/> N	Seller Authorizes AVM* <input type="radio"/> Y <input type="radio"/> N
Seller Authorizes Address on the Internet* <input type="radio"/> Y <input type="radio"/> N	Seller Authorizes Consumer Comments* <input type="radio"/> Y <input type="radio"/> N

Documents Available			
<input type="checkbox"/> 12 Month Utility History	<input type="checkbox"/> Elevation Letter	<input type="checkbox"/> Leases	<input type="checkbox"/> Seller's Property Disclosure
<input type="checkbox"/> Aerial Photo	<input type="checkbox"/> ENERGY STAR - ACCA Installation	<input type="checkbox"/> Legal Description	<input type="checkbox"/> Site Plan
<input type="checkbox"/> AI Green & EE Addendum	<input type="checkbox"/> Energy Star Certification	<input type="checkbox"/> Licenses	<input type="checkbox"/> Soil Ground Report
<input type="checkbox"/> Appraisal	<input type="checkbox"/> Engineer	<input type="checkbox"/> NFRC Window Rating	<input type="checkbox"/> Soil Survey
<input type="checkbox"/> Blower Door Test Results on File	<input type="checkbox"/> Environmental Test	<input type="checkbox"/> Perc Report	<input type="checkbox"/> Survey - Stake
<input type="checkbox"/> Boundary Line Survey	<input type="checkbox"/> Feasibility Study	<input type="checkbox"/> Permits	<input type="checkbox"/> Survey - Tree
<input type="checkbox"/> Building Plan	<input type="checkbox"/> Financial Statements	<input type="checkbox"/> Pinelands	<input type="checkbox"/> Survey House Location
<input type="checkbox"/> CAFRA	<input type="checkbox"/> Fixture List	<input type="checkbox"/> Plans Available	<input type="checkbox"/> Tax Return
<input type="checkbox"/> Certificate of Occupancy	<input type="checkbox"/> Furnishings List	<input type="checkbox"/> Plat	<input type="checkbox"/> Third-Party Eco-friendly Certification
<input type="checkbox"/> Combustion Safety Test on File	<input type="checkbox"/> Government Approved	<input type="checkbox"/> Plot Plan	<input type="checkbox"/> Timber Cruise
<input type="checkbox"/> Conditions	<input type="checkbox"/> HERS Insulation Grading	<input type="checkbox"/> Public Offering	<input type="checkbox"/> Topographic Maps
<input type="checkbox"/> Construction Drawings	<input type="checkbox"/> HOA-Condo Docs in Broker Office	<input type="checkbox"/> Public Works Agreement	<input type="checkbox"/> Traffic Counts
<input type="checkbox"/> Contracts on Services	<input type="checkbox"/> House Plans Available	<input type="checkbox"/> Radon Test Result	<input type="checkbox"/> Water Agreement
<input type="checkbox"/> Covenants	<input type="checkbox"/> Inspection Result Available	<input type="checkbox"/> Rent Roll	<input type="checkbox"/> Well Test
<input type="checkbox"/> Deed	<input type="checkbox"/> Insulation Above DOE Levels	<input type="checkbox"/> Resale Package Available	<input type="checkbox"/> Wetlands
<input type="checkbox"/> Demographic Study	<input type="checkbox"/> Inventory List	<input type="checkbox"/> Restrictions	<input type="checkbox"/> Other
<input type="checkbox"/> Easements	<input type="checkbox"/> Investment Analysis	<input type="checkbox"/> Rights of Way	
<input type="checkbox"/> Electrical Information	<input type="checkbox"/> L&I Drawings	<input type="checkbox"/> Rural Residential Agreement	
	<input type="checkbox"/> Leases	<input type="checkbox"/> Section 8 Approved	

Showing Details

Showing Requirements*	<input type="checkbox"/> Call First	<input type="checkbox"/> Day Sleeper	<input type="checkbox"/> Lockbox-SentriLock	<input type="checkbox"/> See Models
<input type="checkbox"/> 1 Hour Notice	<input type="checkbox"/> Call First - Alarm Code	<input type="checkbox"/> Do Not Contact Occupant	<input type="checkbox"/> Lockbox-Supra	<input type="checkbox"/> See On-Site Manager
<input type="checkbox"/> 2 Hours Notice	<input type="checkbox"/> Call First - Contact	<input type="checkbox"/> Do Not Show Without Appt	<input type="checkbox"/> Major Rehab-Cannot Be Occupied	<input type="checkbox"/> See Remarks
<input type="checkbox"/> 3 Hours Notice	<input type="checkbox"/> Call First - Listing Agent	<input type="checkbox"/> Drive By	<input type="checkbox"/> Manager/Recep Desk	<input type="checkbox"/> Show Anytime
<input type="checkbox"/> 4 Hours Notice	<input type="checkbox"/> Call First - Listing Agent 2	<input type="checkbox"/> Email First-Lister	<input type="checkbox"/> No Boundary Mark	<input type="checkbox"/> Sign on Property
<input type="checkbox"/> 6 Hours Notice	<input type="checkbox"/> Call First - Listing Agent 3	<input type="checkbox"/> Gate Pass	<input type="checkbox"/> No Phone	<input type="checkbox"/> Smart Home Device Present
<input type="checkbox"/> 8 Hours Notice	<input type="checkbox"/> Call First - Occupant	<input type="checkbox"/> Gate/Entr Ctrl	<input type="checkbox"/> No Sign on Property	<input type="checkbox"/> Subject to Inspection
<input type="checkbox"/> 12 Hours Notice	<input type="checkbox"/> Call First - Office	<input type="checkbox"/> Key Available	<input type="checkbox"/> Off-Site Sales	<input type="checkbox"/> Tenant Occupied
<input type="checkbox"/> 24 Hours Notice	<input type="checkbox"/> Call First - Owner	<input type="checkbox"/> Key at Broker Office	<input type="checkbox"/> On-Site Sales	<input type="checkbox"/> Under Construction
<input type="checkbox"/> 48 Hours Notice	<input type="checkbox"/> Call First - Owner Deaf	<input type="checkbox"/> Key at Desk	<input type="checkbox"/> Pet(s) on Premises	<input type="checkbox"/> Vacant
<input type="checkbox"/> 60 Hours Notice	<input type="checkbox"/> Call First - Showing Contact	<input type="checkbox"/> Lister Must Accompany	<input type="checkbox"/> Plan Avail/No Model	<input type="checkbox"/> Video Monitoring On Premise
<input type="checkbox"/> Accepted Offer	<input type="checkbox"/> Call First - Showing Service	<input type="checkbox"/> Lockbox-Combo	<input type="checkbox"/> Registration Required	<input type="checkbox"/> Other
<input type="checkbox"/> Agent or Owner to be Present	<input type="checkbox"/> Call First - Key	<input type="checkbox"/> Lockbox-Electronic	<input type="checkbox"/> Restricted Times	
<input type="checkbox"/> Alarm on Property	<input type="checkbox"/> Concierge	<input type="checkbox"/> Lockbox-Front Door	<input type="checkbox"/> Schedule Online	
<input type="checkbox"/> Appointment Only	<input type="checkbox"/> Confidential	<input type="checkbox"/> Lockbox-None	<input type="checkbox"/> Security System	
<input type="checkbox"/> Beware of Dog	<input type="checkbox"/> Credit Report Required	<input type="checkbox"/> Lockbox-Other		

Showing: Showing Contact

Showing Method* <input type="radio"/> In-Person Only <input type="radio"/> In-Person and Live Video <input type="radio"/> Live Video Only	
Showing Contact Type* <input type="radio"/> Go and Show-No Showing Contact <input type="radio"/> Showing Contact 1 <input type="radio"/> Showing Contact 2 <input type="radio"/> Owner <input type="radio"/> Agent <input type="radio"/> Occupant <input type="radio"/> Property Manager <input type="radio"/> Service	
Showing Contact Name*	Showing Contact Phone*
Occupant Type <input type="radio"/> Owner <input type="radio"/> Tenant <input type="radio"/> Vacant	

Showing: Lockbox

Lockbox Type* <input type="checkbox"/> None <input type="checkbox"/> Call Listing Office <input type="checkbox"/> Combo <input type="checkbox"/> See Remarks <input type="checkbox"/> SentriLock <input type="checkbox"/> Supra
Lockbox Location

Commercial Lease Details

Date Available*	Lease Term*	<input type="checkbox"/> 12 Months	<input type="checkbox"/> 36 Months	<input type="checkbox"/> 60 Months	<input type="checkbox"/> More Than 60 Months	<input type="checkbox"/> Weekly
		<input type="checkbox"/> 6 Months	<input type="checkbox"/> 48 Months	<input type="checkbox"/> Month To Month	<input type="checkbox"/> Negotiable	<input type="checkbox"/> Other
Lease Expiration			Security Deposit			
Leasable SQFT*			Price Per SQFT			
Annual Common Area Maintenance (CAM)			CAM Price Per SQFT			
Leasable Area Annual Tax			Taxes Per SQFT			
Building Total SQFT			Retail SQFT			
Warehouse SQFT			Office SQFT			
Contiguous SQFT Available <input type="radio"/> Y <input type="radio"/> N			Purchase Optional <input type="radio"/> Y <input type="radio"/> N			
Total Restrooms						
Business Use*	<input type="checkbox"/> Convenience Store/Gas	<input type="checkbox"/> Health Club	<input type="checkbox"/> Other/General Retail	<input type="checkbox"/> Supermarket/Grocery Store		
<input type="checkbox"/> Auto Related	<input type="checkbox"/> Cross Dock/Truck Terminal	<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Pad Site	<input type="checkbox"/> Theater		
<input type="checkbox"/> Banquet Facility/Lodge	<input type="checkbox"/> Day Care Facility	<input type="checkbox"/> Ice Skating Rink	<input type="checkbox"/> Parking Garage	<input type="checkbox"/> Truck Maintenance Facility		
<input type="checkbox"/> Bed and Breakfast	<input type="checkbox"/> Equestrian Center	<input type="checkbox"/> Institutional	<input type="checkbox"/> Parking Lot	<input type="checkbox"/> Vet/Kennel		
<input type="checkbox"/> Big Box Retail	<input type="checkbox"/> Flex	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Professional	<input type="checkbox"/> Warehouse		
<input type="checkbox"/> Bowling Alley	<input type="checkbox"/> Funeral Home	<input type="checkbox"/> Medical	<input type="checkbox"/> Religious Facility			
<input type="checkbox"/> Car Wash/ Truck Wash	<input type="checkbox"/> Garden Center	<input type="checkbox"/> Mining/Quarry	<input type="checkbox"/> Restaurant/Bar			
<input type="checkbox"/> Cold Storage	<input type="checkbox"/> Hair Salon and Spa	<input type="checkbox"/> Other	<input type="checkbox"/> School			
Traffic Count	<input type="checkbox"/> Less than 1000	<input type="checkbox"/> 1000-4999	<input type="checkbox"/> 5000-9999	<input type="checkbox"/> 10000-14999	<input type="checkbox"/> 15000-19999	<input type="checkbox"/> 20000-29999
	<input type="checkbox"/> Greater than 30000					
Present Licenses	<input type="checkbox"/> None	<input type="checkbox"/> Beer/Wine	<input type="checkbox"/> Food	<input type="checkbox"/> Liquor	<input type="checkbox"/> Other	
Rent Includes	<input type="checkbox"/> Fiber Optics at Dwelling	<input type="checkbox"/> HOA/Condo Fee	<input type="checkbox"/> Parking	<input type="checkbox"/> Snow Removal		
<input type="checkbox"/> None	<input type="checkbox"/> Fiber Optics Available	<input type="checkbox"/> HVAC Maintenance	<input type="checkbox"/> Partly Furnish	<input type="checkbox"/> Taxes		
<input type="checkbox"/> Additional Storage Space	<input type="checkbox"/> Full Maintenance	<input type="checkbox"/> Insurance	<input type="checkbox"/> Pest Control	<input type="checkbox"/> Trash Removal		
<input type="checkbox"/> Air Conditioning	<input type="checkbox"/> Furnished	<input type="checkbox"/> Janitorial	<input type="checkbox"/> Recreation Facility	<input type="checkbox"/> Water		
<input type="checkbox"/> Cable TV	<input type="checkbox"/> Gas	<input type="checkbox"/> Lawn Service	<input type="checkbox"/> Secretarial/Answering Services	<input type="checkbox"/> Other		
<input type="checkbox"/> Common Area Maintenance	<input type="checkbox"/> Grounds Maintenance	<input type="checkbox"/> Lease Special Terms	<input type="checkbox"/> Security Monitoring			
<input type="checkbox"/> Electricity	<input type="checkbox"/> Heat	<input type="checkbox"/> Oil	<input type="checkbox"/> Sewer			
Owner Pays	<input type="checkbox"/> Association Fees	<input type="checkbox"/> Heater Maintenance Contract	<input type="checkbox"/> Pest Control	<input type="checkbox"/> Snow Removal		
<input type="checkbox"/> None	<input type="checkbox"/> Cable TV	<input type="checkbox"/> Insurance	<input type="checkbox"/> Repairs	<input type="checkbox"/> Taxes - Real Estate		
<input type="checkbox"/> Accounting/Legal	<input type="checkbox"/> Common Area Maintenance	<input type="checkbox"/> Lawn/Shrub Care	<input type="checkbox"/> Reserves For Replacement	<input type="checkbox"/> Trash Collection		
<input type="checkbox"/> Advertising/Licenses/Permits	<input type="checkbox"/> Electricity	<input type="checkbox"/> Management	<input type="checkbox"/> Services (All)	<input type="checkbox"/> Water		
<input type="checkbox"/> Air Conditioning	<input type="checkbox"/> Gas	<input type="checkbox"/> Miscellaneous	<input type="checkbox"/> Sewer	<input type="checkbox"/> Other		
<input type="checkbox"/> All Utilities	<input type="checkbox"/> Heat	<input type="checkbox"/> Parking Fee	<input type="checkbox"/> Sewer Maintenance			
Tenant Pays	<input type="checkbox"/> Exterior Maintenance	<input type="checkbox"/> Lawn/Tree/Shrub Care	<input type="checkbox"/> Taxes			
<input type="checkbox"/> None	<input type="checkbox"/> Gas	<input type="checkbox"/> Light Bulbs/Filters/Fuses/Alarm Care	<input type="checkbox"/> Trash Removal			
<input type="checkbox"/> Advertising	<input type="checkbox"/> Heat	<input type="checkbox"/> Minor Interior Maintenance	<input type="checkbox"/> Utilities-ALL			
<input type="checkbox"/> Appliances/Equipment - Some	<input type="checkbox"/> Hot Water	<input type="checkbox"/> Parking Fee	<input type="checkbox"/> Utilities-Some			
<input type="checkbox"/> Cable TV	<input type="checkbox"/> HVAC Maintenance	<input type="checkbox"/> Pest Control	<input type="checkbox"/> Water			
<input type="checkbox"/> Common Area Maintenance	<input type="checkbox"/> Insurance	<input type="checkbox"/> Sewer	<input type="checkbox"/> Window/Screens			
<input type="checkbox"/> Electricity	<input type="checkbox"/> Janitorial Service	<input type="checkbox"/> Snow Removal	<input type="checkbox"/> Other			
Units Leased Count	Clear Span Ceiling Height <input type="checkbox"/> Under 8' <input type="checkbox"/> 8' to 10' <input type="checkbox"/> 10' to 12' <input type="checkbox"/> 12' to 15' <input type="checkbox"/> 15' to 18' <input type="checkbox"/> 18' to 24' <input type="checkbox"/> Over 24'					
Load	<input type="checkbox"/> 6 - 10 Loading Docks	<input type="checkbox"/> Dock Leveler(s)	<input type="checkbox"/> Ground Level	<input type="checkbox"/> Open Dock	<input type="checkbox"/> Tailgate	
<input type="checkbox"/> 1 - 5 Grade	<input type="checkbox"/> 11+ Grade	<input type="checkbox"/> Drive-In Door	<input type="checkbox"/> Hydraulic	<input type="checkbox"/> Overhead Crane	<input type="checkbox"/> Truck Well(s)	
<input type="checkbox"/> 1 - 5 Loading Docks	<input type="checkbox"/> 11+ Loading Docks	<input type="checkbox"/> Enclosed Dock(s)	<input type="checkbox"/> Loading Facilities	<input type="checkbox"/> Railroad Siding	<input type="checkbox"/> Waterfront	
<input type="checkbox"/> 6 - 10 Grade	<input type="checkbox"/> Dock High Door	<input type="checkbox"/> Freight Elevator	<input type="checkbox"/> More than 1 Dock	<input type="checkbox"/> Railroad Spur	<input type="checkbox"/> Other	
Topography Description						
Current Use*	<input type="checkbox"/> Clothing	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Mobile/Trailer Park	<input type="checkbox"/> Sand/Gravel/Dirt		
<input type="checkbox"/> Agriculture	<input type="checkbox"/> Commercial	<input type="checkbox"/> Hotel/Motel	<input type="checkbox"/> Multi Residential	<input type="checkbox"/> School		
<input type="checkbox"/> Apartments	<input type="checkbox"/> Convenience Store	<input type="checkbox"/> Industrial	<input type="checkbox"/> Office	<input type="checkbox"/> Senior Assisted/Day Care		
<input type="checkbox"/> Auto Dealer/Service	<input type="checkbox"/> Double-Wide	<input type="checkbox"/> Investment	<input type="checkbox"/> Parking	<input type="checkbox"/> Spa		
<input type="checkbox"/> Automotive	<input type="checkbox"/> Drive-Thru	<input type="checkbox"/> Land/Lot Only	<input type="checkbox"/> Printing	<input type="checkbox"/> Storage Yard		
<input type="checkbox"/> Bar	<input type="checkbox"/> Driving Range	<input type="checkbox"/> Livestock	<input type="checkbox"/> Professional Service	<input type="checkbox"/> Telecommunication Site		
<input type="checkbox"/> Barber/Beauty	<input type="checkbox"/> Dry Cleaner	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Recreation	<input type="checkbox"/> Vacant		
<input type="checkbox"/> Beer/Wine/Liquor	<input type="checkbox"/> Financial	<input type="checkbox"/> Marina	<input type="checkbox"/> Residential	<input type="checkbox"/> Warehouse		
<input type="checkbox"/> Car Wash	<input type="checkbox"/> Food and Beverage	<input type="checkbox"/> Medical Offices	<input type="checkbox"/> Restaurant	<input type="checkbox"/> Wholesale		
<input type="checkbox"/> Church	<input type="checkbox"/> Funeral Home	<input type="checkbox"/> Mixed	<input type="checkbox"/> Retail	<input type="checkbox"/> Other		

Details: Units

When entering information on any one unit, Type is required. Please choose the Type and Lease Type from the lists below.

Type†	Level	Finished SQFT	Occupied Y/N	Contiguous Space Y/N	Features	Lease Type	Lease Exp Date	Security Deposit	Actual Monthly Rent	Projected Monthly Rent
Type	Unit 1	Unit 2	Unit 3	Unit 4	Unit 5	Unit 6	Unit 7	Unit 8	Unit 9	Unit 10
Lease Type	None	Double Net		Gross		Ground Lease		Month to Month	Owner Occupied	Weekly
	Absolute Net	Escalate Clause		Gross with Expense Stop		Long Term		Net	Triple Net	Yearly

Income & Expenses

Existing Lease Type	<input type="checkbox"/> Double Net	<input type="checkbox"/> Gross With Expense Stop	<input type="checkbox"/> Modified Gross	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Yearly
<input type="checkbox"/> None	<input type="checkbox"/> Escalate Clause	<input type="checkbox"/> Ground Lease	<input type="checkbox"/> Month to Month	<input type="checkbox"/> Triple Net	
<input type="checkbox"/> Absolute Net	<input type="checkbox"/> Gross	<input type="checkbox"/> Long Term	<input type="checkbox"/> Net	<input type="checkbox"/> Weekly	
Final Lease Type	<input type="checkbox"/> Double Net	<input type="checkbox"/> Gross With Expense Stop	<input type="checkbox"/> Modified Gross	<input type="checkbox"/> Owner Occupied	<input type="checkbox"/> Yearly
<input type="checkbox"/> None	<input type="checkbox"/> Escalate Clause	<input type="checkbox"/> Ground Lease	<input type="checkbox"/> Month to Month	<input type="checkbox"/> Triple Net	
<input type="checkbox"/> Absolute Net	<input type="checkbox"/> Gross	<input type="checkbox"/> Long Term	<input type="checkbox"/> Net	<input type="checkbox"/> Weekly	
Gross Scheduled Income	Cap Rate		Operating Expense		
Financial Data Source	<input type="checkbox"/> Accountant	<input type="checkbox"/> Owner	<input type="checkbox"/> Property Manager		
Annual Rental Income					