

Property Data Form - Commercial Lease

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"/> Industrial	<input type="checkbox"/> Professional Building
<input type="checkbox"/> Automobile Service	<input type="checkbox"/> Laundromat	<input type="checkbox"/> Professional Service
<input type="checkbox"/> Bar	<input type="checkbox"/> Manufactured	<input type="checkbox"/> Recreational
<input type="checkbox"/> Building Trades/Svc	<input type="checkbox"/> Medical Services	<input type="checkbox"/> Restaurant - Food Svc
<input type="checkbox"/> Business Service	<input type="checkbox"/> Mini-Warehouse	<input type="checkbox"/> Retail
<input type="checkbox"/> Cannabis Property	<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

*Zoning Code	*Monthly Rent
_____	_____

*List Date	*Expiration Date	Census Tract
_____	_____	_____

*Lot Size-SqFt	Acres
_____	_____

****Showing Start Date**

*Tax Amount	*Tax Year
_____	_____

*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

Lease Information

*Anticipated Date Available

Available Unit SqFt

*Monies Required

- First Months Rent
- Last Months Rent
- Security Deposit

*Tenant Expense

- None
- All Utilities
- Cable
- Electric
- Gas
- HOA User Fees
- Insurance
- Maintenance
- Parking
- Security Monitoring
- Sewer
- Taxes
- Water
- Yard Care
- Other

Tour Date

Lease Type

- Lease
- Lease Option
- Lease Purchase
- Subsidy
- Sublease
- Other Lease Type

*Tenancy Term

- 1 Year
- 2 Year
- 3 Year
- 5 Year
- 10 Year
- See Realtor Remarks

*Special Conditions

- None
- Also For Sale **
- No Smoking
- No Sublease
- Other Conditions

*Management

- Broker
- Owner
- Property Manager

**Prop Manager Contact Phone

*Broker Form Required

- Yes
- No

Broker and Disclosure Information

*Internet List

- Yes
- No

*Address Public

- Yes
- No

*Flood Notice Required

- Yes
- No

*Keybox Type

- Combo
- SentiLock
- Supra
- None

*Listing Agreement Type

- Exclusive Agency
- Exclusive Right to Lease
- Exclusive Right to Lease w/ Res
- Exclusive Right to Lease w/ Var

*Limited Service

- Yes
- No

*Occupied

- Yes
- No

*Showing Contact

- Call Agent
- Call Owner
- Call Tenant
- Sentikey
- See (R) Remarks

Finance / Warranty Information

*Short Sale

- Yes
- No

*Assumable Loan

- Yes
- No

Loan Type

Docs on File

- None
- Aerial Photo
- Appraisal
- Blueprints
- Brochure
- Building Permit
- Drawings
- Equipment List
- Env Impact Study
- Financial
- Land Survey
- Leases
- Legal Description
- Recorded Plat
- Soil Survey
- Topography
- Other

Finance Options

- None
- 203k
- Conventional
- FHA
- Lease Purchase
- Owner Carry 1st
- Owner Carry 2nd
- Special
- State Bond
- Trade
- USDA Rural Dev
- VA
- Other

Adj Rate Mortgage

- Yes
- No

Lender Name

*Corporate

- Yes
- No

*Lender Owned

- Yes
- No

Loan Balance

*Possession

- At Closing
- Subject to Lease
- Negotiable
- Close of Escrow

PITI

Years Remaining

Loan Interest Rate

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Expenses Include

- Accounting
- Advertising
- Electric
- Equipment
- Gas
- Insurance
- Landscaping
- Legal
- License
- Maintenance
- Management
- Pest Control
- Rent
- Repairs
- Services
- Supplies
- Taxes
- Trash
- Utilities
- Vacancy
- Water/Sewer
- Other

*Accuracy of Expenses

- Not Available
- Accountant Provided
- Available
- Estimate
- Limited Info
- Owner Provided
- Pro Forma
- Projected
- Tax Return
- Other

Price Includes

- Building
- Business
- Equipment
- Franchise
- Goodwill
- Inventory
- Land & Improve
- Land Only
- Lease Value
- Licenses
- Other

Business Information

Annual Gross Income	Lease Rate Low	# Floors
<input type="text"/>	<input type="text"/>	<input type="text"/>
Annual Operating Income	Lease Rate High	# Tenants
<input type="text"/>	<input type="text"/>	<input type="text"/>
Annual Operating Expense	Divisible	Expandable
<input type="text"/>	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No

- *Permitted Use**
- Distributive
 - Food Service
 - Mixed Use
 - Office
 - Recreational
 - Retail
 - Warehouse
 - Other

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 <input type="checkbox"/> Alum/Metal <input type="checkbox"/> Built Up/Chat <input type="checkbox"/> Composition <input type="checkbox"/> Concrete <input type="checkbox"/> Slate <input type="checkbox"/> Tile <input type="checkbox"/> Wood Shingles <input type="checkbox"/> Other	Interior Walls	*Foundation <input type="checkbox"/> Crawl Space <input type="checkbox"/> Full Basement <input type="checkbox"/> Partial Basement <input type="checkbox"/> Perm Affixed <input type="checkbox"/> Slab <input type="checkbox"/> Tie Down <input type="checkbox"/> Other
	Load Dock Height	# of Rooms		<input type="checkbox"/> None/Build Out <input type="checkbox"/> Glass <input type="checkbox"/> Metal <input type="checkbox"/> Panel <input type="checkbox"/> Papered <input type="checkbox"/> Plastered <input type="checkbox"/> Sheet Rock/Textured <input type="checkbox"/> Unfinished <input type="checkbox"/> Other	
	Load Door Height	# of Stories			
	<input type="text"/>	<input type="text"/>			

Miscellaneous <input type="checkbox"/> 220V <input type="checkbox"/> 440V <input type="checkbox"/> Cafeteria <input type="checkbox"/> Elevator <input type="checkbox"/> Fire Sprinkler System <input type="checkbox"/> Freight Doors <input type="checkbox"/> Freight Elevator <input type="checkbox"/> Handicap (See Remarks) <input type="checkbox"/> Inside Storage <input type="checkbox"/> Janitorial Services Internet Description <input type="checkbox"/> None <input type="checkbox"/> Satellite <input type="checkbox"/> Cable <input type="checkbox"/> Unknown <input type="checkbox"/> Fiber Optic	<input type="checkbox"/> Loading Dock <input type="checkbox"/> Locker Rooms <input type="checkbox"/> Outside Storage <input type="checkbox"/> Owner Agent <input type="checkbox"/> Railroad Siding <input type="checkbox"/> Secure Facility <input type="checkbox"/> Truck Door <input type="checkbox"/> Zero Lot Line <input type="checkbox"/> Other	*Exterior Features <input type="checkbox"/> None <input type="checkbox"/> Door Sign <input type="checkbox"/> Dumpster <input type="checkbox"/> Incinerator <input type="checkbox"/> Lighting <input type="checkbox"/> Pole Sign <input type="checkbox"/> Pool - Inground <input type="checkbox"/> Pro Landscaped <input type="checkbox"/> Roof Sign <input type="checkbox"/> Sidewalk <input type="checkbox"/> Sprinkler System <input type="checkbox"/> Storage <input type="checkbox"/> Other	*Interior Features <input type="checkbox"/> None <input type="checkbox"/> 9' Ceiling Height <input type="checkbox"/> Attic Exhaust Fan <input type="checkbox"/> Cable TV Wired <input type="checkbox"/> Display Window <input type="checkbox"/> Dry Bar <input type="checkbox"/> Equipment Remarks <input type="checkbox"/> Exclusion Remarks <input type="checkbox"/> Floored Attic <input type="checkbox"/> High Speed Internet <input type="checkbox"/> Hot Tub <input type="checkbox"/> Internal Expansion Area <input type="checkbox"/> Inventory Remarks	*Flooring <input type="checkbox"/> None <input type="checkbox"/> Carpet <input type="checkbox"/> Concrete <input type="checkbox"/> Laminate <input type="checkbox"/> Plywood/Composition <input type="checkbox"/> Some Hardwood <input type="checkbox"/> Tile <input type="checkbox"/> Vinyl <input type="checkbox"/> Wood Veneer <input type="checkbox"/> Wood <input type="checkbox"/> Other
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Area / Land Features

Lakes & Rivers (Name)	**Lake/Water Amenities <input type="checkbox"/> Adjoins Corp Property <input type="checkbox"/> Bluff <input type="checkbox"/> Boat Dock <input type="checkbox"/> Boat House <input type="checkbox"/> Dock Approved Cove <input type="checkbox"/> Lake/Riverfront Access <input type="checkbox"/> Lake/Riverfront No Access	<input type="checkbox"/> Marina Available <input type="checkbox"/> Ramp Available <input type="checkbox"/> Sand Beach <input type="checkbox"/> Summer View <input type="checkbox"/> Water Access <input type="checkbox"/> Winter View <input type="checkbox"/> Other	*Fence <input type="checkbox"/> None <input type="checkbox"/> Barbed <input type="checkbox"/> Chain Link <input type="checkbox"/> Cross Fenced <input type="checkbox"/> Decorative <input type="checkbox"/> Electric Gate <input type="checkbox"/> Full <input type="checkbox"/> Hog Wire	<input type="checkbox"/> Partial <input type="checkbox"/> Pipe Fencing <input type="checkbox"/> Privacy <input type="checkbox"/> Split Rail <input type="checkbox"/> Smooth Wire <input type="checkbox"/> Vinyl <input type="checkbox"/> Other	Mineral Rights <input type="checkbox"/> None <input type="checkbox"/> Available <input type="checkbox"/> Ground Water <input type="checkbox"/> Included <input type="checkbox"/> Not Included <input type="checkbox"/> Partial <input type="checkbox"/> Other
**Dist to Lake/River					
<input type="checkbox"/> Frontage					
<input type="checkbox"/> Less Than 1 Mile <input type="checkbox"/> Less Than 5 Miles <input type="checkbox"/> Less Than 10 Miles					

Area / Land Features Continued

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

- | | |
|---|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Propane - Own |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Solar |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Wood |
| <input type="checkbox"/> Gas / Electric | <input type="checkbox"/> Other |
| <input type="checkbox"/> Propane - Leased | |

*Heating System

- | | |
|--|---|
| <input type="checkbox"/> None | <input type="checkbox"/> Indiv Controlled |
| <input type="checkbox"/> 2 Units | <input type="checkbox"/> Indiv Metered |
| <input type="checkbox"/> 3+ Units | <input type="checkbox"/> Office Only |
| <input type="checkbox"/> Baseboard | <input type="checkbox"/> Radiant |
| <input type="checkbox"/> Central | <input type="checkbox"/> Space Heater |
| <input type="checkbox"/> Floor Furnace | <input type="checkbox"/> Steam |
| <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Hot Air - Forced | <input type="checkbox"/> Other |
| <input type="checkbox"/> Hot Air - Gravity | |

*Cooling

- | |
|--|
| <input type="checkbox"/> None |
| <input type="checkbox"/> 2 Units |
| <input type="checkbox"/> 3+ Units |
| <input type="checkbox"/> Central AC |
| <input type="checkbox"/> Electronic Air Filter(s) |
| <input type="checkbox"/> Evaporative Solar Cooling |
| <input type="checkbox"/> Humidifier(s) |
| <input type="checkbox"/> Window AC |
| <input type="checkbox"/> Zoned |
| <input type="checkbox"/> Other |

*Water Source

- | |
|----------------------------------|
| <input type="checkbox"/> City |
| <input type="checkbox"/> Private |
| <input type="checkbox"/> Rural |
| <input type="checkbox"/> Spring |
| <input type="checkbox"/> Well |
| <input type="checkbox"/> Other |

*Sewer

- | | |
|----------------------------------|--------------------------------------|
| <input type="checkbox"/> None | <input type="checkbox"/> Private |
| <input type="checkbox"/> Aerobic | <input type="checkbox"/> Rural |
| <input type="checkbox"/> City | <input type="checkbox"/> Septic Tank |
| <input type="checkbox"/> Lagoon | <input type="checkbox"/> Other |

*Utilities Available

- | | |
|--|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Phone |
| <input type="checkbox"/> Cable TV | <input type="checkbox"/> Phone Avail |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Propane Avail |
| <input type="checkbox"/> Electric Avail | <input type="checkbox"/> Sewer Avail |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Unknown |
| <input type="checkbox"/> Gas Avail | <input type="checkbox"/> Water |
| <input type="checkbox"/> Generator - Fixed | <input type="checkbox"/> Water Avail |
| <input type="checkbox"/> Generator Ready | <input type="checkbox"/> Other |
| <input type="checkbox"/> Indiv Metered | |

*Energy Features

- | | |
|--|--|
| <input type="checkbox"/> None | <input type="checkbox"/> Programmable Thermostat |
| <input type="checkbox"/> Attic Exhaust Fan | <input type="checkbox"/> Solar Features |
| <input type="checkbox"/> Attic Vent - Electric | <input type="checkbox"/> Solar Tubes |
| <input type="checkbox"/> Attic Vent - Turbo | <input type="checkbox"/> Storm Doors |
| <input type="checkbox"/> Ceiling Fans | <input type="checkbox"/> Storm Windows |
| <input type="checkbox"/> Extra Insulation | <input type="checkbox"/> Vent Ridge |
| <input type="checkbox"/> Insulated Doors | <input type="checkbox"/> Other |
| <input type="checkbox"/> Insulated Windows | |

Listing Comments

Public Remarks

[Empty text box for Public Remarks]

REALTOR Remarks

[Empty text box for REALTOR Remarks]

Exclusions

[Empty text box for Exclusions]

*Directions

[Empty text box for *Directions]

Firm Only Remarks

[Empty text box for Firm Only Remarks]

Seller(s) understands the information in this Property Data Form will be used in the marketing of the Property and the listing of the Property with the Multiple Listing Service. Seller(s) understands the REALTOR® has no duty to conduct an independent inspection of the Property and has no duty to independently verify the accuracy or completeness of any information provided by the Seller(s). Seller(s) represents and acknowledges that he/she has reviewed all of the information in this Property Data Form and that the information is true and correct to the best of Seller's knowledge and belief.

Seller Printed Name

[Signature line for Seller Printed Name]

Seller Sign / Date

[Signature/Date line for Seller Sign / Date]

Listing Agent Printed Name

[Signature line for Listing Agent Printed Name]

Listing Agent Sign / Date

[Signature/Date line for Listing Agent Sign / Date]

Seller Printed Name

[Signature line for Seller Printed Name]

Seller Sign / Date

[Signature/Date line for Seller Sign / Date]

Listing Company Printed Name

[Signature line for Listing Company Printed Name]

Listing Company Authorized Signature / Date

[Signature/Date line for Listing Company Authorized Signature / Date]