

**LOCATION & LISTING INFORMATION** \* indicates a Required field

<b>Street Address*</b>																																												
<b>City*</b>	<b>State*</b>	<b>Zip*</b>	<b>County*</b>	<b>MLS Area Number*</b>																																								
<b>Subdivision/Complex*</b>		<b>Parcel Tax ID*</b>	<b>Additional Parcel Tax IDs</b>																																									
<b>Legal Description*</b>																																												
<b>Property Type*</b>			<b>Present Status*</b>																																									
<input type="radio"/> Commercial Land <input type="radio"/> Restaurant <input type="radio"/> Warehouse <input type="radio"/> Office <input type="radio"/> Retail <input type="radio"/> Other			<input type="radio"/> Build to Suit <input type="radio"/> To Be Built <input type="radio"/> Existing Building <input type="radio"/> Vacant Land																																									
<b>Asking Lease Amount*</b>	<b>Listing Date*</b>	<b>Expiration Date*</b>	<b>Owner Name*</b>																																									
<b>Possible Uses*</b> (you must select at least 1 option from the list below)																																												
<table style="width: 100%; border: none;"> <tr> <td style="width: 20%;"><b>Office</b></td> <td style="width: 20%;"><b>Industrial</b></td> <td style="width: 20%;"><b>Retail</b></td> <td style="width: 20%;"><b>Land</b></td> <td style="width: 20%;"><b>Other</b></td> </tr> <tr> <td><input type="checkbox"/> Office Building</td> <td><input type="checkbox"/> Flex Space</td> <td><input type="checkbox"/> Strip Center</td> <td><input type="checkbox"/> Leased Land</td> <td><input type="checkbox"/> Special Purpose</td> </tr> <tr> <td><input type="checkbox"/> Medical Office</td> <td><input type="checkbox"/> Manufacturing</td> <td><input type="checkbox"/> Regional Center/Mall</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Office Space</td> <td><input type="checkbox"/> Warehouse</td> <td><input type="checkbox"/> Anchor</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Executive Suite</td> <td></td> <td><input type="checkbox"/> Restaurant</td> <td></td> <td></td> </tr> <tr> <td><input type="checkbox"/> Office Condo</td> <td></td> <td><input type="checkbox"/> Retail Pad</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/> Free Standing Building</td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td><input type="checkbox"/> Vehicle Related</td> <td></td> <td></td> </tr> </table>					<b>Office</b>	<b>Industrial</b>	<b>Retail</b>	<b>Land</b>	<b>Other</b>	<input type="checkbox"/> Office Building	<input type="checkbox"/> Flex Space	<input type="checkbox"/> Strip Center	<input type="checkbox"/> Leased Land	<input type="checkbox"/> Special Purpose	<input type="checkbox"/> Medical Office	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Regional Center/Mall			<input type="checkbox"/> Office Space	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Anchor			<input type="checkbox"/> Executive Suite		<input type="checkbox"/> Restaurant			<input type="checkbox"/> Office Condo		<input type="checkbox"/> Retail Pad					<input type="checkbox"/> Free Standing Building					<input type="checkbox"/> Vehicle Related		
<b>Office</b>	<b>Industrial</b>	<b>Retail</b>	<b>Land</b>	<b>Other</b>																																								
<input type="checkbox"/> Office Building	<input type="checkbox"/> Flex Space	<input type="checkbox"/> Strip Center	<input type="checkbox"/> Leased Land	<input type="checkbox"/> Special Purpose																																								
<input type="checkbox"/> Medical Office	<input type="checkbox"/> Manufacturing	<input type="checkbox"/> Regional Center/Mall																																										
<input type="checkbox"/> Office Space	<input type="checkbox"/> Warehouse	<input type="checkbox"/> Anchor																																										
<input type="checkbox"/> Executive Suite		<input type="checkbox"/> Restaurant																																										
<input type="checkbox"/> Office Condo		<input type="checkbox"/> Retail Pad																																										
		<input type="checkbox"/> Free Standing Building																																										
		<input type="checkbox"/> Vehicle Related																																										
<b>Virtual Tour URL</b>																																												

**ATTRIBUTES & BUILDING INFORMATION**

<b>Unit Sq. Ft.</b> Hello		<b>Office Sq. Ft.</b> Hello		<b>Warehouse Sq. Ft.</b> Hello		<b>3 Phase Electric Svc</b> <input type="radio"/> Yes <input type="radio"/> No	
<b># Floors</b> Hello	<b>Elevator</b> <input type="radio"/> Yes <input type="radio"/> No	<b>Ceiling Height</b> <input type="radio"/> < 8 Feet <input type="radio"/> 8-10 Feet <input type="radio"/> 11-15 Feet <input type="radio"/> 16-20 Feet <input type="radio"/> 20+ Feet <input type="radio"/> Garage <input type="radio"/> Varied Heights					
<b>Parking Spaces</b> <input type="radio"/> 1-5 Spaces <input type="radio"/> 21-35 Spaces <input type="radio"/> 6-10 Spaces <input type="radio"/> 36-55 Spaces <input type="radio"/> 11-20 Spaces <input type="radio"/> 56+ Spaces		<b>Parking Description</b> <input type="checkbox"/> Assigned <input type="checkbox"/> Covered <input type="checkbox"/> Garage <input type="checkbox"/> Off-Site <input type="checkbox"/> Common <input type="checkbox"/> Downtown Street <input type="checkbox"/> Gravel <input type="checkbox"/> Paved					
<b>Heating</b>							
<input type="checkbox"/> Baseboard		<input type="checkbox"/> Floor Furnace		<input type="checkbox"/> Natural Gas		<input type="checkbox"/> Radiant Electric	
<input type="checkbox"/> Electric Baseboard		<input type="checkbox"/> Forced Air		<input type="checkbox"/> Oil		<input type="checkbox"/> Radiant Water	
<input type="checkbox"/> Hot Water Baseboard		<input type="checkbox"/> Gas Forced Air		<input type="checkbox"/> Passive Solar		<input type="checkbox"/> Solar	
<input type="checkbox"/> Central		<input type="checkbox"/> Gas Hot Water		<input type="checkbox"/> Primary Solar		<input type="checkbox"/> Solar Assist	
<input type="checkbox"/> Electric		<input type="checkbox"/> Gravity		<input type="checkbox"/> Propane		<input type="checkbox"/> Space Heater	
<input type="checkbox"/> Electric Forced Air		<input type="checkbox"/> Heat Pump		<input type="checkbox"/> Radiant (Ceiling/Floor)		<input type="checkbox"/> Stove	
<b>Cooling</b>							
<input type="checkbox"/> AC Unit		<input type="checkbox"/> Central Air		<input type="checkbox"/> Varies			
<input type="checkbox"/> Ceiling Fans		<input type="checkbox"/> Swamp Cooler		<input type="checkbox"/> None			

LOT/UTILITY INFORMATION					<i>* indicates a Required field</i>
<b>Lot Size</b>	<b>Flood Plain</b> <input type="radio"/> Yes <input type="radio"/> No	<b>Planning Jurisdiction*</b> <input type="radio"/> City <input type="radio"/> County <input type="radio"/> Other <input type="radio"/> None			
<b>Zoning*</b>					
<input type="radio"/> AE - Agricultural Exclusive <input type="radio"/> AR - Agricultural & Rural Residential <input type="radio"/> AS - Agricultural Suburban <input type="radio"/> B1 - Neighborhood Business <input type="radio"/> B2 - Community Business <input type="radio"/> B3 - Central Business <input type="radio"/> BP - Business Park <input type="radio"/> CO - Casino Overlay <input type="radio"/> HMU - Historical Mixed Use <input type="radio"/> M1 - Light Manufacturing <input type="radio"/> M2 - Manufacturing & Industrial (MI) <input type="radio"/> NCO - Neighborhood Conservation Overlay <input type="radio"/> PLI - Public Lands & Institutions		<input type="radio"/> R1 - Residential Single-Household Low Density <input type="radio"/> R2 - Residential Two-Household Medium Density <input type="radio"/> R3 - Residential Medium Density <input type="radio"/> R4 - Residential High Density <input type="radio"/> R5 - Residential Mixed-Use High Density <input type="radio"/> RB - Recreational Business <input type="radio"/> RO - Residential Office <input type="radio"/> RR - Rural Residential <input type="radio"/> RS - Residential Suburban <input type="radio"/> RX - Existing Residential <input type="radio"/> RXHD - Existing Residential High Density <input type="radio"/> RXMD - Existing Residential Medium Density <input type="radio"/> CALL - Call Listing Agent for Details			
<b>Utility Services*</b>					
<input type="checkbox"/> Cable	<input type="checkbox"/> Comm. Water System	<input type="checkbox"/> Off Grid/No Electricity	<input type="checkbox"/> Spring Water		
<input type="checkbox"/> City Sewer	<input type="checkbox"/> Creek Water	<input type="checkbox"/> Private Well	<input type="checkbox"/> Telephone		
<input type="checkbox"/> City Water	<input type="checkbox"/> Fiber Optic	<input type="checkbox"/> Septic			
<input type="checkbox"/> Common Well	<input type="checkbox"/> Generator	<input type="checkbox"/> Sewer to Lot			
<input type="checkbox"/> Comm. Sewer System	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Solar Power			
FINANCIAL INFORMATION					<i>* indicates a Required field</i>
<b>Landlord Pays</b>					
<input type="checkbox"/> Electricity	<input type="checkbox"/> Heat	<input type="checkbox"/> Maintenance	<input type="checkbox"/> RE Taxes	<input type="checkbox"/> Water	
<input type="checkbox"/> Garbage	<input type="checkbox"/> Janitorial	<input type="checkbox"/> RE Insurance	<input type="checkbox"/> Sewer	<input type="checkbox"/> Other (enter this information in Remarks)	
<b>Tenant Pays</b>					
<input type="checkbox"/> Parking	<input type="checkbox"/> Garbage	<input type="checkbox"/> Insurance	<input type="checkbox"/> Maintenance	<input type="checkbox"/> Taxes	<input type="checkbox"/> Water
<input type="checkbox"/> Electric	<input type="checkbox"/> Gas	<input type="checkbox"/> Lawn Care	<input type="checkbox"/> Sewer	<input type="checkbox"/> Varies	
<b>Rent Amount</b>	<b>NNN per SF per Year</b>	<b>Total SF Cost</b>	<b>Monthly Cost</b>	<b>CoOp Fee*</b>	
<b>Rental Rate Terms</b>			<b>Lease Type</b>		
<input type="radio"/> Nightly	<input type="radio"/> Monthly	<input type="radio"/> Contact Agent	<input type="checkbox"/> Full Service	<input type="checkbox"/> Net	<input type="checkbox"/> N/A
<input type="radio"/> Weekly	<input type="radio"/> Yearly		<input type="checkbox"/> Gross	<input type="checkbox"/> NNN	<input type="checkbox"/> Other
<b>Terms Acceptable</b>			<b>Assumable</b>		
<input type="checkbox"/> Cash	<input type="checkbox"/> Lease Option/Purchase	<input type="checkbox"/> Lease to Own	<input type="radio"/> Yes	<input type="radio"/> No	
COMPENSATION & SHOWING INFORMATION					<i>* indicates a Required field</i>
<b>Currently Occupied</b>	<b>Occupant</b>	<b>Lockbox Type*</b>			
<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Owner <input type="radio"/> Partially Leased <input type="radio"/> Totally Leased <input type="radio"/> Vacant	<input type="radio"/> Supra <input type="radio"/> Listing Agent to Accompany <input type="radio"/> SentiLock <input type="radio"/> None <input type="radio"/> Key at Office			
<b>Showing Instructions*</b>					

**REMARKS & DIRECTIONS**

*\* indicates a Required field*

**Directions**

**Public Remarks\***

**Agent Remarks**

**SYNDICATION**

*\* indicates a Required field*

<b>IDX Include*</b>	<b>IDX Include Address*</b>	<b>List Hub*</b>	<b>VOW Comment*</b>	<b>Automated Valuation*</b>
<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes	<input type="radio"/> Yes
<input type="radio"/> No	<input type="radio"/> No	<input type="radio"/> No	<input type="radio"/> No	<input type="radio"/> No

**ADDITIONAL AGENT NOTES**