

New York State Alliance of MLS's - Commercial/Industrial

Commercial/Industrial --- For Member Use Only ® Denotes a Required Field

6/19

LOCATION INFORMATION

<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> VRP	<input type="checkbox"/> List Price	<input type="checkbox"/> County	<input type="checkbox"/> State	<input type="checkbox"/> Street #	<input type="checkbox"/> Street Name
<input type="checkbox"/> Tax Map Number	<input type="checkbox"/> Area	<input type="checkbox"/> NY - New York	<input type="checkbox"/> OO - Other, Non NYS, Non McKean PA	<input type="checkbox"/> OT - Other, International	<input type="checkbox"/> PA - Pennsylvania	<input type="checkbox"/> Pre Direction
<input type="checkbox"/> Town or City	<input type="checkbox"/> Village	<input type="checkbox"/> Postal City	<input type="checkbox"/> Zip Code	<input type="checkbox"/> East	<input type="checkbox"/> North	<input type="checkbox"/> Northeast
<input type="checkbox"/> Gross Square Footage	<input type="checkbox"/> # of Acres	<input type="checkbox"/> Lot #	<input type="checkbox"/> Year Built	<input type="checkbox"/> Lot Depth	<input type="checkbox"/> Lot Sq. Footage	<input type="checkbox"/> South
<input type="checkbox"/> Nearest Cross Street	<input type="checkbox"/> Lot Shape	<input type="checkbox"/> Year Built	<input type="checkbox"/> Lot Frontage	<input type="checkbox"/> Year Built Description	<input type="checkbox"/> Existing	<input type="checkbox"/> Northwest
Subdivision / Community	<input type="checkbox"/> Circular	<input type="checkbox"/> Flag	<input type="checkbox"/> Irregular	<input type="checkbox"/> Existing Unknown	<input type="checkbox"/> New Build	<input type="checkbox"/> South
City Neighborhood	<input type="checkbox"/> Irregular	<input type="checkbox"/> Pie	<input type="checkbox"/> Rectangular	<input type="checkbox"/> To Be Built	<input type="checkbox"/> Under Construction (60-90 Days)	<input type="checkbox"/> Southeast
<input type="checkbox"/> School District Name	<input type="checkbox"/> Type of Sale	<input type="checkbox"/> Auction	<input type="checkbox"/> Bank Owned / REO	<input type="checkbox"/> On Waterfront	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Southwest
High School	<input type="checkbox"/> Co-Op	<input type="checkbox"/> Estate	<input type="checkbox"/> HUD or Govt Owned	<input type="checkbox"/> Waterfront Description	<input type="checkbox"/> Bay	<input type="checkbox"/> West
Middle School	<input type="checkbox"/> Estate	<input type="checkbox"/> HUD or Govt Owned	<input type="checkbox"/> Normal	<input type="checkbox"/> Bay	<input type="checkbox"/> Canal	<input type="checkbox"/> Lake
Elementary School	<input type="checkbox"/> Relocation	<input type="checkbox"/> Short Sale	<input type="checkbox"/> Trust	<input type="checkbox"/> Cape	<input type="checkbox"/> Channel	<input type="checkbox"/> Pond
	<input type="checkbox"/> Transaction Type	<input type="checkbox"/> Lease	<input type="checkbox"/> Sell	<input type="checkbox"/> Falls	<input type="checkbox"/> Harbor	<input type="checkbox"/> Reservoir
	<input type="checkbox"/> Lease or Sell	<input type="checkbox"/> Harbor		<input type="checkbox"/> River / Stream / Creek	<input type="checkbox"/> Swamp	<input type="checkbox"/> Island

LISTING OFFICE INFORMATION

<input type="checkbox"/> Listing Agent ID	<input type="checkbox"/> Co-Listing Agent ID	<input type="checkbox"/> Lockbox Serial #	<input type="checkbox"/> Showing/Appt #	<input type="checkbox"/> Showing Instructions
<input type="checkbox"/> Showing/Appt Description	<input type="checkbox"/> Owner 1 First Name	<input type="checkbox"/> Middle Initial	<input type="checkbox"/> Owner 1 Last Name	<input type="checkbox"/> Choose up to 4
<input type="checkbox"/> Agent	<input type="checkbox"/> Owner 2 First Name	<input type="checkbox"/> Middle Initial	<input type="checkbox"/> Owner 2 Last Name	<input type="checkbox"/> Call Agent to Register
<input type="checkbox"/> Co-List Agent	<input type="checkbox"/> Owner Street Address	<input type="checkbox"/> Owner Town or City/ State	<input type="checkbox"/> Owner Zip	<input type="checkbox"/> Call List Agent for Showing Instructions
<input type="checkbox"/> Appointment Service				<input type="checkbox"/> Call Owner/Tenant
<input type="checkbox"/> Office				<input type="checkbox"/> Contingent Upon Sale of Property
<input type="checkbox"/> Other Remarks				<input type="checkbox"/> Email List Agent
<input type="checkbox"/> Owner				<input type="checkbox"/> HUD Master Key
<input type="checkbox"/> Seller's Attorney Name				<input type="checkbox"/> Key at Listing Office
<input type="checkbox"/> Property Exclusions	<input type="checkbox"/> Listing Type	<input type="checkbox"/> Service Type	<input type="checkbox"/> Negotiation With	<input type="checkbox"/> Lockbox - 24 hour Access
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Exclusive Agency	<input type="checkbox"/> Limited Service	<input type="checkbox"/> Listing Broker Only	<input type="checkbox"/> Lockbox - Call First
<input type="checkbox"/> List Date	<input type="checkbox"/> Exclusive Right to Lease	<input type="checkbox"/> MLS Entry Only	<input type="checkbox"/> Owner Directly	<input type="checkbox"/> Lockbox - Must Make Appt
<input type="checkbox"/> Expiration Date	<input type="checkbox"/> Exclusive Right to Sell	<input type="checkbox"/> Special Conditions Apply	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Lockbox - Timed Access
<input type="checkbox"/> Broker Agent Compensation	<input type="checkbox"/> Buyer Agent Compensation	<input type="checkbox"/> Sub Agent Compensation		<input type="checkbox"/> Lockbox - Vacant
				<input type="checkbox"/> Online Showing Service
				<input type="checkbox"/> Other - See Remarks
				<input type="checkbox"/> Owner Occupied
				<input type="checkbox"/> Tenant Occupied
				<input type="checkbox"/> Text List Agent

Private Remarks - Confidential - For Member Use Only - Enter your ad copy up to 600 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Initials

GENERAL INFORMATION

Category Choose up to 5 <input type="checkbox"/> Apartments <input type="checkbox"/> Business Opportunity <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial-Heavy <input type="checkbox"/> Industrial-Light <input type="checkbox"/> Land Lease <input type="checkbox"/> Mixed Use <input type="checkbox"/> Mobile Park <input type="checkbox"/> Office <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Retail/Office	Type of Building Choose up to 7 <input type="checkbox"/> Automotive <input type="checkbox"/> Bar / Tavern <input type="checkbox"/> Building Trade <input type="checkbox"/> Business Services <input type="checkbox"/> Funeral <input type="checkbox"/> Grocery <input type="checkbox"/> Hotel / Motel <input type="checkbox"/> Manufacturing <input type="checkbox"/> Medical <input type="checkbox"/> Office Building <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Personal Services <input type="checkbox"/> Plaza <input type="checkbox"/> Religious <input type="checkbox"/> Residential <input type="checkbox"/> Restaurant / Food <input type="checkbox"/> Retail <input type="checkbox"/> Service <input type="checkbox"/> Shopping <input type="checkbox"/> Special Use <input type="checkbox"/> Variance <input type="checkbox"/> Warehouse <input type="checkbox"/> Wholesale	Total Units <input type="text"/> # Buildings <input type="text"/> Residential Square Feet <input type="text"/> Warehouse Square Feet <input type="text"/> Vacant Square Feet Description <input type="text"/>	# Leases <input type="text"/> Office Square Feet <input type="text"/> Retail Square Feet <input type="text"/> Vacant Square Feet <input type="text"/>	# Stories <input type="text"/> Manufacturing Square Feet <input type="text"/> Leased Square Feet <input type="text"/> Vacancy Rate <input type="text"/>
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# Available Parking Spaces <input type="text"/>	Parking Description Choose up to 4 <input type="checkbox"/> Common <input type="checkbox"/> Dirt / Stone <input type="checkbox"/> Fee Parking <input type="checkbox"/> Fenced <input type="checkbox"/> Indoor <input type="checkbox"/> None <input type="checkbox"/> Off Site <input type="checkbox"/> On Site <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Surfaced	Floor Description Choose up to 5 <input type="checkbox"/> Carpet <input type="checkbox"/> Concrete <input type="checkbox"/> Hardwood-Some <input type="checkbox"/> Linoleum/Vinyl <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Plywood <input type="checkbox"/> Weight	# Sale Includes Choose up to 4 <input type="checkbox"/> Building Only <input type="checkbox"/> Business Only <input type="checkbox"/> Equipment <input type="checkbox"/> Franchise <input type="checkbox"/> Inventory <input type="checkbox"/> Land and Building <input type="checkbox"/> Land Only <input type="checkbox"/> Land, Building and Business <input type="checkbox"/> Other - See Remarks	Business Name <input type="text"/> Zoning Code <input type="text"/>	Business Type <input type="text"/> Business is Franchise <input type="checkbox"/> Yes <input type="checkbox"/> No
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# Zoning <input type="checkbox"/> Agricultural <input type="checkbox"/> Business <input type="checkbox"/> Commercial <input type="checkbox"/> Heavy Industrial <input type="checkbox"/> Home Office Zoning <input type="checkbox"/> Industrial <input type="checkbox"/> Light Industrial <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Planned Unit Development <input type="checkbox"/> Residential 1 unit <input type="checkbox"/> Residential 2 unit <input type="checkbox"/> Residential Multi Use <input type="checkbox"/> Restricted Business <input type="checkbox"/> Suburban Agricultural	Electric Services Choose up to 5 <input type="checkbox"/> 120/208V <input type="checkbox"/> 120/240V <input type="checkbox"/> 220V <input type="checkbox"/> 3 Phase <input type="checkbox"/> 440V <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Single Phase	# Location Choose up to 4 <input type="checkbox"/> Agricultural District <input type="checkbox"/> Business District <input type="checkbox"/> Corner <input type="checkbox"/> Enterprise Zone <input type="checkbox"/> Freestanding <input type="checkbox"/> Industrial <input type="checkbox"/> On Reservation <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Preserved <input type="checkbox"/> Residential <input type="checkbox"/> Shopping Center	Loading Choose up to 4 <input type="checkbox"/> Assigned <input type="checkbox"/> Dock <input type="checkbox"/> Dock Leveler(s) <input type="checkbox"/> Drive In Doors <input type="checkbox"/> Enclosed Dock(s) <input type="checkbox"/> Municipal <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Railroad Siding(s)	Basement Description Choose up to 3 <input type="checkbox"/> Full <input type="checkbox"/> None <input type="checkbox"/> Partial <input type="checkbox"/> Rental <input type="checkbox"/> Storage	Property Use Choose up to 2 <input type="checkbox"/> Conforming <input type="checkbox"/> Grandfathered <input type="checkbox"/> Non-Conforming <input type="checkbox"/> Permit <input type="checkbox"/> Variance
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Public Remarks - Enter your ad copy up to 800 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Directions to Property - Enter your ad copy up to 234 characters. This will be pulled by your vendor for online or print advertising, if applicable.

LEASE INFORMATION

Sq Footage Avail for Lease <input type="text"/>	\$ per SqFt <input type="text"/>	Lease Term Remaining Choose up to 4 <input type="checkbox"/> 1-2 Years <input type="checkbox"/> 3-5 Years <input type="checkbox"/> Less than 1 Year <input type="checkbox"/> Over 5 Years <input type="checkbox"/> Multiple <input type="checkbox"/> Negotiable <input type="checkbox"/> None <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Renewal <input type="checkbox"/> Right to 1st Refusal	Lease SqFt Description <input type="checkbox"/> Double <input type="checkbox"/> Gross <input type="checkbox"/> Net <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Triple	Total Monthly Rent <input type="text"/>	Lease Description <input type="checkbox"/> CPI (Consumer Price Index) <input type="checkbox"/> Monthly <input type="checkbox"/> Other - See Remarks <input type="checkbox"/> Per Sq Ft <input type="checkbox"/> Percent
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Tenant Pays
 Choose up to 14

<input type="checkbox"/> Assessments	<input type="checkbox"/> Maintenance
<input type="checkbox"/> Association Fee	<input type="checkbox"/> Other - See Remarks
<input type="checkbox"/> Common Area Maintenance	<input type="checkbox"/> Rent
<input type="checkbox"/> Electric	<input type="checkbox"/> Security
<input type="checkbox"/> Heat	<input type="checkbox"/> Tax Escalator
<input type="checkbox"/> Insurance	<input type="checkbox"/> Taxes
<input type="checkbox"/> Janitorial Services	<input type="checkbox"/> Utilities
	<input type="checkbox"/> Water

Initials

LEASE INFORMATION CONT.

Sq Footage Avail for Lease **\$ per SqFt**

Tenant Pays

Choose up to 14

- Assessments
- Association Fee
- Common Area Maintenance
- Electric
- Heat
- Insurance
- Janitorial Services
- Maintenance
- Other - See Remarks
- Rent
- Security
- Tax Escalator
- Taxes
- Utilities
- Water

Lease Term Remaining

Choose up to 4

- 1-2 Years
- 3-5 Years
- Less than 1 Year
- Over 5 Years
- Multiple
- Negotiable
- None
- Other - See Remarks
- Renewal
- Right to 1st Refusal

Lease SqFt Description

- Double
- Gross
- Net
- Other - See Remarks
- Triple

Total Monthly Rent

Lease Description

- CPI (Consumer Price Index)
- Monthly
- Other - See Remarks
- Per Sq Ft
- Percent

Sq Footage Avail for Lease **\$ per SqFt**

Tenant Pays

Choose up to 14

- Assessments
- Association Fee
- Common Area Maintenance
- Electric
- Heat
- Insurance
- Janitorial Services
- Maintenance
- Other - See Remarks
- Rent
- Security
- Tax Escalator
- Taxes
- Utilities
- Water

Lease Term Remaining

Choose up to 4

- 1-2 Years
- 3-5 Years
- Less than 1 Year
- Over 5 Years
- Multiple
- Negotiable
- None
- Other - See Remarks
- Renewal
- Right to 1st Refusal

Lease SqFt Description

- Double
- Gross
- Net
- Other - See Remarks
- Triple

Total Monthly Rent

Lease Description

- CPI (Consumer Price Index)
- Monthly
- Other - See Remarks
- Per Sq Ft
- Percent

UTILITIES INFORMATION

HVAC Type

Choose up to 9

- AC-Central
- AC Unit
- Baseboard
- Convection
- Electronic Air Filter
- Exhaust
- Forced Air
- Gravity
- Heat Pump
- Heat Central
- Hot Water
- Humidifier
- Individual
- Multi-Zone
- No Heat
- Other - See Remarks
- Radiant
- Separate Heater
- Solar
- Space Heater
- Steam
- Ventilation
- Wall Furnace

Heating Fuel Description

Choose up to 8

- 3 Phase
- Coal
- Electric
- Gas
- Gas Available
- Oil
- Other - See Remarks
- Propane
- Solar

Sewer / Water

Choose up to 6

- Detention Pond
- Drainage Outlet
- None
- Other - See Remarks
- Public Sewer Available
- Public Sewer Connected
- Public Water Available
- Public Water Connected
- Retention Pond
- Septic System
- Storm Sewer
- Well / Cistern

Boiler Type

- High Pressure-Steam
- Hot Water Boiler
- Low Pressure-Steam
- Other - See Remarks

Type of Well

- Drilled
- Driven Point
- Dug
- None
- Other
- Pipe to Lake / River
- Shared
- Shore Well
- Spring

Well Location

ADDITIONAL INFORMATION

Living Quarters

Yes No

Total # Resident Units **# Studios** **#1 Bed** **#2 Bed** **#3 Bed** **# Rooms**

Living Quarters Description

- Choose up to 3
- Apartment
 - Detached
 - Other - See Remarks
 - Trailer

Available Documents

Choose up to 14

- Aerials
- Boundary Data
- Building Plan(s)
- Certificate Of Occupancy
- Data Sheet
- Deed
- Environmental Protection
- Equipment List
- Final Plan
- Lease/Sublease
- Liquor License
- Operating Statements
- Other - See Remarks
- Perc Test
- Site Plan
- Soil Data
- Survey
- Topographical Data

Seller Desires

Choose up to 6

- Cash
- Exchange
- Installment
- Leaseback
- Other - See Remarks
- Owner Will Lease
- Sub Lease
- Submit

Docks

Truck Bays

Employees

Years Established

Seating Capacity

Public Transportation

Choose up to 2

- 1 Block
- 1-2 Blocks
- 2-3 Blocks
- 2-3 Miles
- 4 Or More Miles
- Less Than 1 Mile
- Park-n-Ride

Initials

ADDITIONAL INFORMATION CONT.

Seller Provides

- Choose up to 6
Environmental Testing
Lot Appraisal
Other - See Remarks
Perc Test
Survey
Well
Well Test

Construction

- Choose up to 4
Block
Brick
Concrete
Frame
Masonry
Metal
Other - See Remarks
Precast
Reinforced Concrete
Wood

Building Miscellaneous

- Choose up to 14
Air Compressor
Bays
Billboard/Roof Sign
Booth(s)
Carpet
Concession Stand
Conveyors
Cranes
Elevator - Freight
Elevator - Passenger
Extra Building
Floor Drain
Furniture/Equipment
Garage
Hazardous Storage
Janitorial
Land Lease
Offices
Pallet Storage
Phone/Intercom
Pole Sign
Racks
Ramps
Restroom - Office
Restroom - Public
Restroom - Shop
Security Service
Shelving
Shop Lockers
Sprinkler - Dry
Sprinkler - Wet
Stalls
Tools
Uncapped Nat Gas Well
Walk-Up

Roof Description

- Choose up to 5
Asphalt
Built-Up/Tar
Composition
Flat
Metal
Other - See Remarks
Rubber Membrane
Sawtooth
Shingles
Skylight
Slate/Tile
Sloped

Accessibility

- Choose up to 14
32 Inch Doors - some
Accessible/ANSI - some
Adaptable Home - some
Bath - Removable Cabinets
Built to ANSI standards
Chairlift - see Remarks
Elevator - ANSI standard
Entry Level Bedroom
Handicap Doors - Some
Kitchen - Adj Cabinets
No Interior Steps
No Step Entry
No Step Laundry
No Step Shower
Ramp
Visual Alert System
Wheelchair Bathroom
Wheelchair Hall - 4 ft plus
Wheelchair Kitchen

FINANCIAL INFORMATION

Possible Financing

- Choose up to 7
Assumable
Assumable with Lender Approval
Cash
Cash Only
Commercial
Conventional
FHA
Land Contract
Lease Option
Other - See Remarks
Owner 1st
Owner 2nd
Rehab Loan
USDA
USDA-FSA Loan
VA
Wrap

1st Mortgage Balance

[Input field]

2nd Mortgage/Home Equity Balance

[Input field]

Net Operating Income

\$ [Input field]

Escrow Bank

[Input field]

Escrow Agent

[Input field]

Calculated field NOI = GI - OE

Gross Annual Income

[Input field]

Annual Operating Expenses

[Input field]

Operating Expenses Include

- Choose up to 14
Accounting/Legal
Advertising
Electric
Equipment Rental
Gas/Oil
Insurance
Lease / Rental
Licenses/Permits
Management
Other - See Remarks
Payroll
Pure Water
Refuse
Repairs/Maintenance
Reserves For Replacement
Sewer
Snow Plow
Supplies
Utilities
Water / Sewer
Workers Compensation

Town/County Tax

[Input field]

City/Village Tax

[Input field]

School Tax

[Input field]

Assessed Value

[Input field]

Annual Special Assessment

[Input field]

Income Expense Info

Choose up to 5

- Estimated
May Show Books
None
Projected
Provided By Accountants
Provided By Owner
Tax Return

DISPLAY AND OCCUPANCY INFORMATION

Possession

- Choose up to 3
After Closing
At Closing
Before Closing
Immediate
Leases
Negotiable
Other - See Remarks
Tenants Rights

Internet

[Yes/No checkboxes]

Internet Street Address

[Yes/No checkboxes]

Third Party Commentary/Blog

[Yes/No checkboxes]

AVM

[Yes/No checkboxes]

Virtual Tour Link (Unbranded) - This field most often shown on websites.

Virtual Tour Link (Branded)

3-D Virtual Tour Link (Unbranded) Inside Home

Aerial Drone Video Link (Unbranded)

Ad Header - Enter your ad headline up to 25 characters. This will be pulled by your vendor for online or print advertising, if applicable.

Ad Copy - Enter your ad copy up to 255 characters. This will be pulled by your vendor for online or print advertising, if applicable.

MLS #

Owner(s) has verified the above information and warrants that it is accurate to the best of his/her knowledge. The Listing Agent assumes no responsibility to anyone for the accuracy of owner's information, except as otherwise provided by law.

Owner Date

Owner Date

Listing Agent Firm Initials