

Fields, marked with an asterisk (*) and Bold Text, are required.

STANDARD

*Status
*Class: COMMERCIAL LEASE
Project Name:
*Area:
*Zip:
*Address (Street #):
Unit #:
*City: *State:
*Zoning:
Legal Description:
Parcel Number:
Annual Taxes: Tax Year: *Lease Price/SqFt/Yr.:
Include on Internet: N Y Display Address: N Y Comments: N Y AVM: N Y
Date Available: For Sale: N Y For Sale MLS#

GENERAL INFORMATION

Directions:
*Lease Type: Gross Modified Net Net NNN *NNN \$ *NNN Includes: Advertising CAM Insurance Taxes
Total Building SF: SF: Net Min SF: Net Max SF: Gross Min SF: Gross Max
Property on Ground Lease: N Y Tenancy: Multiple Single Fenced: Full None Partial Gas Available: N Y
*Green Features: N Y # of Stories: Parking Ratio: Year Built: # of Acres:
*CAM: N Y CAM Fee\$ *CAM Fee Frequency: Monthly Quarterly Semi Annually Yearly Other

STANDARD & GREEN FEATURES

Features: select all that apply

***AIR CONDITIONING**

- AA1 - Central Air
- AA2 - Window/Wall Unit
- AA3 - No

CAM FEE

- AB1 - Advertising
- AB2 - Electricity
- AB3 - Garbage Collection
- AB4 - Gas
- AB5 - Grass/yard Maintenance
- AB6 - Insurance Premium
- AB7 - Janitorial
- AB8 - Merchant Fees
- AB9 - Other
- AB10 - Parking Lot Maintenance
- AB11 - Security
- AB12 - Snow Removal
- AB13 - Taxes
- AB14 - Water/Sewer

***CONSTRUCTION**

- AC1 - Brick
- AC2 - Concrete
- AC3 - Frame
- AC4 - Masonry
- AC5 - Other
- AC6 - Steel
- AC7 - Stone
- AC8 - Stucco
- AC9 - Synthetic
- AC10 - Vinyl/Metal Siding

DOCS ON FILE

- AD1 - Appraisal
- AD2 - CC&R's
- AD3 - Easement
- AD4 - Inspection Report
- AD5 - Inventory
- AD6 - Lease
- AD7 - NAHB Rating
- AD8 - Other
- AD9 - Personal Property
- AD10 - Survey
- AD11 - Utilities Printout

***FLOOR CONSTRUCTION**

- AE1 - Concrete
- AE2 - Other
- AE3 - Wood

***HEATING**

- AF1 - Baseboard
- AF2 - Ceiling
- AF3 - Electric
- AF4 - Forced Air
- AF5 - Gas
- AF6 - Geothermal
- AF7 - Heat Pump
- AF8 - Hot Water
- AF9 - Oil
- AF10 - Other
- AF11 - Propane

- AF12 - Radiant

- AF13 - Solar
- AF14 - Wall
- AF15 - Wood

LEASE INCLUDES

- AG1 - Janitorial
- AG2 - Security
- AG3 - Trash

***LOCATION**

- AH1 - 1st Level
- AH2 - 2nd Level
- AH3 - 3rd Level
- AH4 - Business District
- AH5 - Corner
- AH6 - Free Standing
- AH7 - Industrial Park Area
- AH8 - Inside
- AH9 - Office Building
- AH10 - Other
- AH11 - Residential
- AH12 - Rural
- AH13 - Shopping Center
- AH14 - Strip Center

PARKING

- AI1 - Off Site
- AI2 - Private 1-10 Spaces
- AI3 - Private 11+ Spaces
- AI4 - Public Lot/Garage
- AI5 - Street
- AI6 - Unpaved

***POWER**

- AJ1 - 110 Volts
- AJ2 - 220 Volts
- AJ3 - 3 Phase
- AJ4 - Backup Generator
- AJ5 - Other
- AJ6 - UPS

***PRICE INCLUDES**

- AK1 - Business
- AK2 - Business Name
- AK3 - Corporate Stock
- AK4 - Customer List
- AK5 - Good Will
- AK6 - Inventory
- AK7 - Leases Machinery
- AK8 - Non-Compete
- AK9 - Other
- AK10 - Real Estate
- AK11 - Sign
- AK12 - Telephone Numbers
- AK13 - Trade Fixtures

***ROOF**

- AL1 - Composition Shingle
- AL2 - Gravel
- AL3 - Metal
- AL4 - Other
- AL5 - Roll
- AL6 - Tile
- AL7 - Wood Shingle

***SEWER**

- AM1 - Alternative
- AM2 - Holding Tank
- AM3 - Not Connected
- AM4 - Other
- AM5 - Septic
- AM6 - Yes Connected

***STRUCTURE FEATURES**

- AN1 - Basement
- AN2 - Cable
- AN3 - Cranes
- AN4 - Dock
- AN5 - Elevator, Freight
- AN6 - Elevator, Passenger
- AN7 - Fenced Yard
- AN8 - Fire Alarm
- AN9 - Fire Hydrant Approved
- AN10 - Fire Sprinklers
- AN11 - Gas/Propane
- AN12 - Grade Level Door
- AN13 - Handicap Access
- AN14 - High Dock Door
- AN15 - Lawn Sprinklers
- AN16 - Lighting
- AN17 - On City Bus Route
- AN18 - Overhead Doors
- AN19 - Paved Outside Area
- AN20 - Paved Street
- AN21 - Railroad
- AN22 - Trailer Parking

***USE OPTIONS**

- AO1 - Apartments
- AO2 - Automotive
- AO3 - Flex
- AO4 - Ground Lease
- AO5 - Investor-User
- AO6 - Land
- AO7 - Lodging
- AO8 - Manufacturing
- AO9 - Office
- AO10 - Restaurant
- AO11 - Retail
- AO12 - Warehouse

***WATER**

- AP1 - Connected
- AP2 - Not Connected
- AP3 - Other
- AP4 - Private
- AP5 - Public

***LISTING SERVICES**

- AQ1 - Exclusive Agency
- AQ2 - Exclusive Right to Sell
- AQ3 - Full Service
- AQ4 - Limited Service

***SHOWING INSTRUCTIONS**

- AR1 - 24-hr Notice
- AR2 - Beware Dog
- AR3 - By Appt. Only
- AR4 - Call Agent
- AR5 - Call Owner
- AR6 - Call Tenant

- AR7 - See Agent Notes
- AR8 - Vacant/Use LB
- AR9 - Combo LB/Call Agent

GREEN APPLIANCES

- AS1 - Energy Star Certified
- AS2 - ES Qual Clothes Washer
- AS3 - ES Qual Water Heater
- AS4 - ES Qualified Dishwasher
- AS5 - ES Qualified Freezer
- AS6 - ES Qualified Refrigerator
- AS7 - Heat Pump Water Heater
- AS8 - Hi-Eff/Sealed Water Htr
- AS9 - Solar Water Heater
- AS10 - Tankless Water Heater

GREEN CONSTRUCTION

- AT1 - Advanced Framing
- AT2 - Blown Insulation
- AT3 - Forms
- AT4 - ICAT Recessed Lighting
- AT5 - Indigenous Construction
- AT6 - Ins Attic/Crawl Hatch(es)
- AT7 - Insulated Concrete
- AT8 - Insulated Ext Duct-Work
- AT9 - KCMA ESCP Cabinetry
- AT10 - Lead-free paint
- AT11 - Low VOC Insulation
- AT12 - Low VOC paints/finishes
- AT13 - Low Voc wood products
- AT14 - Non-Toxic Materials
- AT15 - Pest-Resistant Materials
- AT16 - Regional Materials
- AT17 - Rigid Insulation
- AT18 - South-facing Living Areas
- AT19 - Spray Foam
- AT20 - Structured Ins Panels

GREEN COOLING

- AU1 - Air Purification System
- AU2 - Air Source Heat Pump
- AU3 - Attic Fan
- AU4 - Duct leakage test results
- AU5 - Ducted Mini Split
- AU6 - Ductless Mini Split
- AU7 - Ducts prof. air-sealed
- AU8 - ENERGY STAR Equipment
- AU9 - ENERGY STAR Installation
- AU10 - Evaporative Cooling
- AU11 - Fresh Air Recovery Sys
- AU12 - Ground Source Heat Pump

GREEN EXTERIOR

- AV1 - Awnings/Overhangs
- AV2 - Cement siding
- AV3 - Chimney Caps
- AV4 - ES qual roof shingles
- AV5 - ES qual skylights
- AV6 - ES qual solar light tubes
- AV7 - ES qualified doors
- AV8 - Exterior Blinds
- AV9 - Functional Shutters
- AV10 - Green Roof
- AV11 - Gutter Guard System
- AV12 - Gutters/Downspouts Discon
- AV13 - Radiant Barrier

Features: select all that apply

- AV14 - Rain Barrel/Cistern
 AV15 - Storm windows
 AV16 - White Roof

GREEN FIREPLACE

- AW1 - EPA Certified Wood Stove
 AW2 - EPA Qualified Fireplace
 AW3 - Sealed Combustion

GREEN FLOORING

- AX1 - CRI GreenLabelPlus Carpet
 AX2 - FloorScore Cert Bamboo
 AX3 - FloorScore Cert Cork
 AX4 - FloorScore Cert Laminated
 AX5 - FloorScore Cert Linoleum
 AX6 - FS Cert Recycled Rubber
 AX7 - FSC or SFI Cert Src Hrdwd
 AX8 - FSC/SFI Cstdy Chain Hrdwd
 AX9 - Reclaimed Wood

GREEN FOUNDATION

- AY1 - Active Radon Mitigation
 AY2 - Drainage System
 AY3 - Passive Radon Mitigation
 AY4 - Pest Prevention Design
 AY5 - Sealed Foundation
 AY6 - Sump Pump

GREEN HEATING

- AZ1 - Air Source Heat Pump
 AZ2 - AirPurificationSystem
 AZ3 - Duct leakage test results
 AZ4 - Ducted Mini Split
 AZ5 - Ductless Mini Split
 AZ6 - Ducts prof. air-sealed
 AZ7 - ENERGY STAR Equipment
 AZ8 - ENGYSTAR/ACCA RSI Install
 AZ9 - Fresh Air Recovery Sys
 AZ10 - Ground Source Heat Pump
 AZ11 - Hi-Eff Sealed Combustion
 AZ12 - Hydronic Radiant Flooring

GREEN INTERIOR

- BA1 - Dual-flush toilet(s)

- BA2 - ES qual ceiling fan(s)
 BA3 - ES qual exhaust fan(s)
 BA4 - ES qual light fixture(s)
 BA5 - Onsite Recycling Center
 BA6 - WS labeled bath faucets
 BA7 - WS labeled showerhead(s)
 BA8 - WS labeled toilets
 BA9 - WS labeled urinal(s)

GREEN LOT

- BB1 - Cert Wildlife Landscape
 BB2 - Gray Water System
 BB3 - Native Plants
 BB4 - North Wind breaks
 BB5 - Permeable Paving
 BB6 - South/West Shading
 BB7 - Used WS Irrgtn Partner
 BB8 - Vegetated Swale
 BB9 - Water Catchment/Recovery
 BB10 - WaterSense Irrgtn Control
 BB11 - Water-Smart Landscaping

GREEN POOL/SPA

- BC1 - Energy eff. pool heater
 BC2 - ENERGY STAR pool pump
 BC3 - Pool Cover

GREEN RATINGS

- BD1 - AFUE Rating
 BD2 - Cool Roof Rating
 BD3 - DOE Challenge Home
 BD4 - Energy Star Certified
 BD5 - HERS Rating
 BD6 - Home Energy Score
 BD7 - Home Perf w/ENERGY STAR
 BD8 - Indoor airPLUS
 BD9 - LEED Rating
 BD10 - NAHB Rating
 BD11 - NGBS New Construction
 BD12 - NGBS SmallProjects Remodel
 BD13 - NGBS Whole-Home

REMODEL

- BD14 - Passive/Net Zero Home

- BD15 - SEER Rating
 BD16 - Upgrade Cert: Improvement
 BD17 - Upgrade Cert: Performance
 BD18 - WaterSense Certified

GREEN OTHER

- BE1 - Carbon Monoxide alarm(s)
 BE2 - Direct Vent Fans
 BE3 - Home Energy Mgmt System
 BE4 - HRV/ERV (Recovery Vent)
 BE5 - Programmable Thermostat
 BE6 - Utility smart-meter
 BE7 - WholeHouse AirCleaningSys
 BE8 - WholeHouse Exhaust Vent
 BE9 - WholeHouse Supply Vent

BUILDING STATUS

- BF1 - Build to Suit
 BF2 - Complete
 BF3 - Existing Structure
 BF4 - Raw Land
 BF5 - Shell
 BF6 - To Be Built
 BF7 - Under Construction
 BF8 - Vanilla Box

LEASES

- ZA1 - Month to Month
 ZA2 - Year to Year
 ZA3 - 1-5 Year
 ZA4 - Renewal Option
 ZA5 - Multiple Leases
 ZA6 - 5-10 Year
 ZA7 - None

UTILITIES

- ZB1 - Public Water
 ZB2 - 3-phase Electric
 ZB3 - All Public
 ZB4 - Bottle Gas
 ZB5 - Cable
 ZB6 - Electric
 ZB7 - Gas
 ZB8 - Heating Oil
 ZB9 - Sewer

- ZB10 - Storm Sewer
 ZB11 - Well

REMARKS

REMARKS

Public Remarks: _____

Agent Remarks: _____

AGENT INFORMATION

*List Agent: _____

*List Office: _____

Co-Agent: _____

Co-Office: _____

Co-Agent2: _____

*BA offer direct to Seller: N Y

*Variable Rate Commission: N Y

*Co-op Broker Compensation: N Y

Compensation Type: ___\$ ___%

OWNER & SHOWING INFORMATION

*List Date: ___/___/___

*Expire Date: ___/___/___

*Occupied By: Owner Tenant Vacant

*Seller Disclosure: Exempted Yes

*CAAR Lockbox: N Y *Serial # _____ Lockbox Date: _____

Lockbox Location: _____

LEASE INFORMATION

Lease Term: 1 MO 1 YR 18 MO 2 MO 2 YR 3 MO 3 YR 5 YR 6 MO MONTH TO MONTH