

**NOTE: AN ASTERISK (\*) DENOTES A REQUIRED FIELD**

\*Transaction Type: **Sale / Lease-Rent**                      \*New / Resale (Circle One)                      \*Listing Price \$: \_\_\_\_\_

\*County: \_\_\_\_\_ APN: \_\_\_\_\_ Auction: Y / N

Street Number    Modifier    Direction                      Street Name                      \*Suffix                      Post Direction    Unit #

\*City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Cross Street: \_\_\_\_\_ \*Area: \_\_\_\_\_

Zoning: \_\_\_\_\_

\*Map Page: \_\_\_\_\_ \*Map Coord. Top: \_\_\_\_\_ \*Map Coord. Side: \_\_\_\_\_ Unit/Blk/Lot: \_\_\_\_\_

\*List Office ID: \_\_\_\_\_ Name: \_\_\_\_\_

\*Agent ID: \_\_\_\_\_ Name: \_\_\_\_\_ Ph: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Co-List Office ID: \_\_\_\_\_ Name: \_\_\_\_\_

Co-Agent ID: \_\_\_\_\_ Name: \_\_\_\_\_ Ph: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

\*Listing Type: ER / EA / OP / SL    \*List Date: \_\_\_\_/\_\_\_\_/\_\_\_\_    \*Expire Date: \_\_\_\_/\_\_\_\_/\_\_\_\_    \*On Market Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

\*Probate Sale: Y / N    \*Comp to S.O.: \_\_\_\_\_    \*Dual Variable Comm: Y / N    Comments: \_\_\_\_\_

Subject to Crt Conf: Y / N    \*Picture Provided by: Agent / Seller / Excluded by Seller

City Transfer Tax: Y / N    City Transfer Tax Rate: \$ \_\_\_\_\_    Special Assessment : Y / N    Common Int. Dev.: Y / N / Unknown

\*Gross Scheduled Income: \_\_\_\_\_    Profit & Loss: \_\_\_\_\_    Fixtures Included: Y / N

Inventory Included: Y / N    Land Status: Included / Leased / Other    Also Listed as Commercial – See MLS#: \_\_\_\_\_

Management: Available / Owner / Other    Est Inventory Amount: \_\_\_\_\_    Est License Value: \_\_\_\_\_

Includes Real Property: Y / N    Years On Option: \_\_\_\_\_    Option Renewable: Y / N

Approx Sq. Ft.: \_\_\_\_\_    Sq.Ft. Source: Appraiser / Tax Records / Owner / Verified / Builder / Not Verified / Against Company Policy

Lot Size: \_\_\_\_\_ (SqFt / Acres)    Business Name: \_\_\_\_\_

Number of Employees: \_\_\_\_\_    Union: Y / N / Open    Days Open/Week: \_\_\_\_\_    Year Established: \_\_\_\_\_

Years Owned: \_\_\_\_\_    Rent Per Month: \$ \_\_\_\_\_    Financial Data Verified: Y / N

**The Following Items Apply to Leases Only**

\*Lease: Partial / Other    \*Lease Term: \_\_\_\_\_    \*Rent Per Month: \_\_\_\_\_

\*Lease Deposit Amount: \_\_\_\_\_    \*Yrs Remaining on Lease: \_\_\_\_\_

Annual License: \$ \_\_\_\_\_    Annual Insurance: \$ \_\_\_\_\_    Annual Advertising: \$ \_\_\_\_\_    Annual Utility: \$ \_\_\_\_\_

Annual Supplies: \$ \_\_\_\_\_    Annual Telephone: \$ \_\_\_\_\_    Annual Accounting: \$ \_\_\_\_\_

Annual Misc: \$ \_\_\_\_\_    Annual Cost of Goods Sold: \$ \_\_\_\_\_    Annual Salaries: \$ \_\_\_\_\_

Annual Rent: \_\_\_\_\_    Taxes: \$ \_\_\_\_\_    Total Est. Annual Expenses \_\_\_\_\_    Est. Annual Net Inc: \_\_\_\_\_

\*TIC: Y / N    **If TIC is yes:**    \*%Ownership Being Sold: \_\_\_\_\_ %    \*TIC Agreement: Y / N / Unknown

Pending Litigation: Y / N

Business Operators Name: \_\_\_\_\_

Business Operators Phone: (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

Directions to Property (Max 100 Char): \_\_\_\_\_

\*Pass to Internet? Y / N                      \*Address on Internet: Full / Partial (City & Zip)

Confidential / Show Instructions (Max 450Char): **Attach typed remarks**

Public/Internet Remarks (Max 450 Char): **Attach typed remarks**

Property Address: \_\_\_\_\_

Business Opportunity

**\*Indicates Required Items**

**\*Type A-Z**

- Advertising
- Alterations
- Animal Grooming
- Antiques
- Appliances
- Aquarium Supplies
- Art
- Auto Body
- Auto Dealer
- Auto Glass
- Auto Parts
- Auto Rent/Lease
- Auto Repair-General
- Auto Repair-Spc
- Auto Retail
- Auto Stereo
- Auto Tires
- Auto Wrecking
- Bakery
- Bar
- Barber/Beauty
- Bed & Breakfast
- Boats
- Books/Cards
- Cabinets
- Candy/Cookie
- Car Wash
- Carpet/Tile
- Clothing
- Computer
- Contractor-General
- Convalescent
- Dance Studio
- Decorator
- Deli/Catering
- Doughnut
- Drugstore
- Dry Clean/Laundry
- Electronics
- Employment
- Entertainment
- Fast Food
- Fitness
- Florist
- Frame
- Franchise
- Furniture
- Gift/Boutique
- Grocery
- Hardware
- Health Food
- Health Services
- Hobby
- Home Cleaner
- Hotel/Motel
- Ice Cream/Yogurt
- Industry/Warehouse
- Jewelry
- Landscaping
- Laundromat
- Liquor
- Locksmith
- Lumber
- Manufacturing
- Meats
- Medical/Dental
- Mobile Home Park
- Music
- Nails
- Nursery
- Office Supply
- Paints
- Personal Services
- Pet Hosp
- /Kennel
- Pets
- Photographer
- Pizza
- Pool/Patio
- Printing
- Produce
- Professional Serv.
- Real Estate Serv.
- Recreational
- Rental
- Residential Care
- Restaurant

**\*Type A-Z Cont.**

- Retail-Misc.
- Saddlery
- School
- Seasonal
- Service-Misc.
- Service Station
- Shoe
- Shoe Repair
- Sporting Goods
- Tobacco
- Toys
- Transportation
- Travel
- Upholstery
- Utility
- Variety
- Video
- Wallpaper
- Wholesale
- Winery
- Other
- None

**Exterior**

- Block
- Brick
- Brick Veneer
- Concrete
- Masonry
- Metal
- Stucco
- Tilt-Up
- Wood
- Other

**\*Floors**

- Carpeted
- Ceramic Tile
- Concrete Slab
- Hardwood
- Heavy Duty
- Part Carpet
- Vinyl/Linoleum
- Wood
- Other
- None

**Parking**

- 1-10 On Site
- 11-25 On Site
- Garage
- 26-40 On Site
- 1-60 On Site
- 60 Or More On Site
- Carport(s)
- Class A Garage
- Common Area-Assigned
- Common Area-Shared
- Covered
- Electric Gate
- Exclusive
- Lease Parking Area
- Lighted
- Metered
- Off Site
- On Street
- Package Lot 1 Bl
- Private Lot
- Public Lot
- Room for Coml.
- Secured
- Underground
- Visitor
- Other
- None

**Heat/Cool**

- 1 Window Unit Incl.
- 2 Window Unit Incl.
- 3 + Window Unit Incl.
- Baseboard Heaters
- Central Air
- Central Heat
- Common Air
- Electric

**Heat/Cool Cont.**

- Floor Furnace
- Gas
- Heat Pump
- Multi-Unit
- Multi-Zone
- No Air Conditioning
- No Heat
- Oil
- Propane
- Radiant
- Room Air
- Separate
- Solar
- Steam
- Stove Heater
- Wall Furnace
- Wood
- Other
- None

**Roof**

- Bituthene
- Cement
- Composition
- Elastomeric
- Foam
- Metal
- Shake
- Shingle
- Slate
- Tar & Gravel
- Tile
- Other
- None

**Facility**

- Cafeteria
- Carpeting
- Conference Room
- Display Window
- Elevator(s)
- Escalator(s)
- Exercise Room
- Fenced Yard
- Fire Alarm
- Fire Escape
- Fire Sprinkler
- Gas Pump
- Gas Tank
- Kitchen
- Living Area in Bldg.
- Landscaping
- Living Quarters
- Loading Dock
- Loading Zone
- Outside Sign
- Overhead Crane
- Reception Room
- RR Spur/Access
- Restroom-Private
- Restroom-Public
- Security-Locked Gate
- Security System
- Showroom
- Smoke Detector
- Storage
- Truck Door
- Vault
- Wheelchair Access
- Other
- None

**\*Utilities**

- 200 or More Amps
- 220 V Wiring
- 400 or More Amps
- 440 V Wiring
- Cable Avail
- Cable TV
- DSL Available
- Electric
- Fire Hydrant
- Garbage
- Gas
- Gas-Bottled
- Generator
- Hot Water
- Internet Avail
- Master Meter

**\*Utilities Cont.**

- Oil
- Satellite Dish
- Separate Meters
- Septic Tank
- Sewer-Public
- Tele-Multiwi
- TV Antenna
- Water-Mutual
- Water-Public
- Well
- Yard Service
- Other
- None

**Condition**

- Fair
- Good
- Very Good
- Excellent

**Height Limit**

- 16
- 20
- 24
- 35
- Unknown
- Other

**Location**

- Airport Nearby
- Business Park
- City
- Coast
- Corner
- County
- Cul-de-Sac
- Downtown Coml.
- Forest
- Frwy Exposure
- Frwy Frontage
- Hillside
- Hwy Exposure
- Hwy Frontage
- In Home
- Industrial Area
- Meadow East
- Meadow West
- Mid Block
- Neigh. Coml.
- Oceanfront
- Professional Cntr.
- Residential Area
- Ridge
- Rural
- Shopping Mall
- Strip Center
- Waterfront
- Unknown
- Other

**Close To**

- BART
- Bus Line
- Freeway
- Restaurants
- Shopping
- Other
- None

**Miscellaneous**

- Apt. Included
- Basement
- Bks@ Lstng Ofc
- Eqmt List @ Listing Office
- Lease @ Listing Office
- Owner Mgr.
- Owner Will Stay
- Owner Will Train
- Prof. Manager
- Tele System

**Includes**

- Accts Receivable
- Building
- Conform use
- Corporation
- Equipment
- Existing Signs
- Fict. Name
- Franchise
- Goodwill
- Inventory
- Land

**Includes Cont.**

- Mgmt. Consult.
- Non-Compete Agmt.
- Permits-Special
- Other

**Business Structure**

- Corporation
- Corp-Subch S
- Franchise
- Joint Venture
- Partnership
- Sole Proprietor
- Other

**\*License(s)**

- Business
- Entertain
- Exist License
- Food
- Franchise
- Liquor Lic-5 years
- Liquor Lic-5+ yrs
- Liquor-Beer/Wine
- Liquor-Off Sale
- Liquor-On Sale
- Liquor-Hard
- Other
- None

**Reason Sell**

- Health
- Own Other Bus.
- Personal
- Retire
- Sale
- Transfer
- Other
- None

**Src Inc./Exp.**

- Acct. Provide
- Estimated
- Incomplete
- Limited Info
- Owner Provide
- Projected
- Tax Returns
- Other

**Business Mgmt.**

- Absentee Owner
- Corporate Operated
- Employees Need Lic.
- Manager Runs
- Owner Family Operated
- Owner/Manager Runs
- Owner Operated
- Owner Works P/T
- Other

**Hours Open**

- 8 Hours/Day
- 9 Hours/Day
- 10 Hours/Day
- 24 Hours/Day
- Bus Hours
- Evenings
- Over 10 Hours/Day
- Seasonal
- Varied

**\*Lease Info**

- 1<sup>st</sup> Right Refusal
- Assignable
- Base Rent + %
- Fixed Rent
- Gross-Full
- Gross-Ind.
- Ground Lease
- Lease Escalator
- Master Lease
- Month to Month
- Negotiable
- Net
- Net Net
- New Lease Req.
- NNN
- No Lease
- Opt. to Purch

**Lease Info Cont.**

- Opt. to Renew
- Partial
- Percentage
- Sec. Deposit Req.
- Straight Lease
- Sublease
- Other
- None

**\*Lease Deposit**

- 3 Months
- First & Last
- Fixed Amount
- Negotiable
- Required
- Other
- None

**Option Terms**

- >10%
- 6-10%
- Cpi
- Market Rate
- Same Rate
- Spec Step Up
- Up to 5%
- Other
- None

**Tenant Exp.**

- Common Area Maint.
- Electricity
- Elevator
- Exterior Maint.
- Fire Insurance
- Garbage
- Gas
- Glass Insurance
- HVAC Maint.
- Interior Maint.
- Janitor Service
- Liability Insurance
- Merchant Assn.
- Oil
- Propane
- Roof Maint.
- Sewer
- Site Maint.
- Tax Increase
- Taxes
- Water
- Other
- None

**Special Info**

- May Not Conf.
- Slr. Retains RE
- Special Lic. Req.
- Subject
- Bankruptcy
- Trade Name Filed
- Other
- None

**Ceiling Height**

- 8 ft.
- 8-10 ft.
- 11-15 ft.
- 16-20 ft.
- 20 or More ft.

**Walls**

- CC Block
- Common Wall
- Expins
- Metal
- Panelled
- Plaster
- Sheet Rock
- Wood
- Unfinished
- Other
- None

**Road Frontage**

- Alley
- City Street
- County Road
- Inter St.
- Private
- State Hwy.
- Unimproved
- Other
- None

Property Address: \_\_\_\_\_

Business Opportunity

**\*Indicates Required Items**

**Foundation**

- Brick/Mortar
- Concrete Perimeter
- Masonry
- Pillars/Post
- Slab Only
- Other
- None

**\*Showing**

- Appt. Only
- Call First
- Call Listing Office
- Call Manager
- Call Owner
- Do Not Disturb
- Drive By Only
- Go Business Hours
- See Confidential Rmks
- With Listing Agent Present
- Other

**Stories**

- 1 Story
- 2 Story
- 3 Story
- 4 or More Story
- Other

**Finance Terms**

- Assumption
- Bus. As Collateral
- Cash
- Conventional
- Lease Option
- OMC
- Other Collateral
- SBA Loan
- Trade
- Other
- None

**\*LB Location**

- LB Front Door
- LB See Conf Remarks
- No Lockbox

**\*Possession**

- Close Escrow
- Negotiable
- Other

The information relative to this property is supplied for publication by the owner(s) according to owner's best information and belief and I/we agree the above information is true and correct to the best of y/our knowledge and belief and authorize agent to submit the above information for publication in the BAREIS MLS®. IT IS HEREIN NOTED THAT BAREIS MLS® WILL NOT BE RESPONSIBLE FOR THE ACCURACY OF THE INFORMATION PROVIDED ABOVE.

Broker's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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