

**ALSO COMM SALE SEE MLS#**

**ALSO COMM LEASE SEE MLS#**

**STATUS (R) Choose One**  COMING SOON  ACTIVE  SOLD OFF MLS\*

**\*EXCLUSION CONFIRM?**

YES  NO

**\*C.A.R. PURCHASE CONTRACT?**

YES  NO

**OFFICE ID (R)**

**AGENT ID (R)**

**CO-OFFICE ID**

**CO-AGENT ID**

**LISTING PRICE (R)**

 , 

**ON-MARKET DATE (R)**

 /  / 

**LISTING DATE (R)**

 /  / 

**EXPIRATION DATE (R)**

 /  / 

**AUCTION**

YES  
 NO

**COMMISSION TYPE (R)**

DOLLAR AMOUNT  
 PERCENTAGE OF SALE

**Broker Co-op (R)**

**DUAL VARIABLE COMPENSATION (R)**

YES  
 NO

**LISTING AGREEMENT (R) Choose One**

SELLER RESERVED  NET  
 EXCLUSIVE RIGHT TO SELL  OPEN

**COUNTY (R)**

**APN (R) Limit 30 Char**

**DIRECTION (Select One)**

EAST  NORTHEAST  SOUTH  SOUTHWEST  
 NORTH  NORTHWEST  SOUTHEAST  WEST

**ADDITIONAL APNs (R)**

YES\*  NO

**\*SECOND PARCEL NUMBER**

**THIRD PARCEL NUMBER**

**STREET # Limit 6 Num**

**MODIFIER, Limit 8 Char**

**STREET NAME Limit 30 Char**

**UNIT #**

**SUFFIX Select One**

ALLEY  CORNER  COVE  HARBOR  ISLE  LANDING  PARKWAY  ROAD  STREET  VALLEY  
 AVENUE  CREEK  CANYON  HILLS  JUNCTION  LOOP  PLACE  RIDGE  TERRACE  VIEW  
 BOULEVARD  COURSE  DRIVE  HEIGHTS  KNOLLS  MEADOW  PLAZA  RANCH  TRAIL  WALK  
 CIRCLE  COURT  GLEN  HIGHWAY  KEYS  PASS  PASSAGE  SHORES  VISTA  WAY  
 COMMON  CENTER  GROVE  ISLAND  LANE  PARK  POINT  SQUARE  VILLAGE

**POST DIRECTION (Select One)**

EAST  NORTHEAST  SOUTH  SOUTHWEST  
 NORTH  NORTHWEST  WEST  SOUTHEAST

**CITY (R), Limit 20 Char**

**ZIP Limit 5 Num**

**ZIP PLUS 4, Limit 4**

 - 

**CROSS STREET**

**AREA/DISTRICT (R)**

**SUBDIVISION**

**ZONING**

**ROAD FRONTAGE Up to 4 entries allowed**

ALLEY  FREEWAY EXPOSURE  HIGHWAY FRONTAGE  STATE HIGHWAY  OTHER  
 CITY STREET  FREEWAY FRONTAGE  INTERSTATE  UNIMPROVED  SEE REMARKS  
 COUNTRY ROAD  HIGHWAY EXPOSURE  PRIVATE ROAD  NONE

**PUBLISH TO INTERNET (R)**

YES  
 NO

**SHOW ADDRESS TO PUBLIC (R)**

YES  
 NO

**DISPLAY AVM ON INTERNET (R)**

YES  
 NO

**PRIMARY SHOWING CONTACT TYPE (R) Choose One**

AGENT  OWNER  VACANT  
 CARETAKER  PROPERTY MANAGER  OTHER  
 LISTING OFFICE  TENANT

**PRIMARY SHOWING CONTACT NAME (R)**

**PRIMARY SHOWING CONTACT PHONE (R) EXT**

 -  -

**SECONDARY SHOWING CONTACT TYPE\***

- AGENT       OWNER       VACANT  
 CARETAKER       PROPERTY MANAGER       OTHER  
 LISTING OFFICE       TENANT

**SECONDARY SHOWING CONTACT NAME**

**SECONDARY SHOWING CONTACT PHONE** EXT

 -  -  

**\*Secondary contact name and phone required if a contact type is selected**

**SHOWING INSTRUCTIONS (R) Up to 8 entries allowed**

- |   |  |  |   |
|---|--|--|---|
| <input type="checkbox"/> 24-HOURS NOTICE              | <input type="checkbox"/> DRIVE BY ONLY                 | <input type="checkbox"/> NO PHOTOS ALLOWED             | <input type="checkbox"/> TEXT SHOWING CONTACT |
| <input type="checkbox"/> APPOINTMENT ONLY             | <input type="checkbox"/> GATE CODE PROVIDED            | <input type="checkbox"/> NON DISCLOSURE REQUIRED       | <input type="checkbox"/> VACANT               |
| <input type="checkbox"/> CALL 1 <sup>ST</sup> LOCKBOX | <input type="checkbox"/> GO DIRECT-BUSINESS HOURS      | <input type="checkbox"/> PETS-SEE CONFIDENTIAL REMARKS | <input type="checkbox"/> VACANT W/LOCKBOX     |
| <input type="checkbox"/> CALL SHOWING CONTACT         | <input type="checkbox"/> IBOX-SPECIAL CODE             | <input type="checkbox"/> RESTRICTED HOURS              | <input type="checkbox"/> OTHER                |
| <input type="checkbox"/> DO NOT DISTURB EMPLOYEES     | <input type="checkbox"/> KEY IN OFFICE                 | <input type="checkbox"/> SECURITY SYSTEM               | <input type="checkbox"/> SEE REMARKS          |
| <input type="checkbox"/> DO NOT GO DIRECT             | <input type="checkbox"/> LEAVE CARD                    | <input type="checkbox"/> SUPRA IBOX                    |   |
| <input type="checkbox"/> DO NOT SHOW                  | <input type="checkbox"/> LISTING AGENT MUST BE PRESENT | <input type="checkbox"/> SURVEILLANCE EQUIPMENT IN USE |   |

**LOCKBOX LOCATION** 60 Characters Maximum

**DIRECTIONS TO PROPERTY (R) 500 Characters Maximum**

**APPROX SQFT**

**SQFT SOURCE** Choose One

- |  |   |  |                                       |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> AGAINST CO. POLICY  | <input type="checkbox"/> ASSESSOR AUTO-FILL | <input type="checkbox"/> GRAPHIC ARTIST                | <input type="checkbox"/> NOT VERIFIED |
| <input type="checkbox"/> APPRAISER           | <input type="checkbox"/> BROKER             | <input type="checkbox"/> HOUSING COMMUNITY DEVELOPMENT | <input type="checkbox"/> OWNER        |
| <input type="checkbox"/> ARCHITECT           | <input type="checkbox"/> BUILDER            | <input type="checkbox"/> MEASURED BY AGENT             | <input type="checkbox"/> VERIFIED     |
| <input type="checkbox"/> ASSESSOR AGENT-FILL | <input type="checkbox"/> CONDO MAP          | <input type="checkbox"/> NOT AVAILABLE                 |                                       |

**LOT SIZE**

**LOT SIZE SOURCE** Choose One

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> AGAINST CO. POLICY  | <input type="checkbox"/> ASSESSOR AUTO-FILL | <input type="checkbox"/> NOT AVAILABLE |
| <input type="checkbox"/> APPRAISER           | <input type="checkbox"/> BUILDER            | <input type="checkbox"/> NOT VERIFIED  |
| <input type="checkbox"/> ARCHITECT           | <input type="checkbox"/> GRAPHIC ARTIST     | <input type="checkbox"/> OWNER         |
| <input type="checkbox"/> ASSESSOR AGENT-FILL | <input type="checkbox"/> MEASURED BY AGENT  | <input type="checkbox"/> VERIFIED      |

SQFT  ACRES

**STORIES** \_\_\_\_\_

**SPECIAL LISTING CONDITIONS (R) Up to 5 entries allowed**

- |   |  |   |   |
|---|--|---|---|
| <input type="checkbox"/> HUD OWNED          | <input type="checkbox"/> PROBATE LISTING   | <input type="checkbox"/> SHORT SALE                     | <input type="checkbox"/> SUCCESSOR TRUSTEE SALE |
| <input type="checkbox"/> NOTICE OF DEFAULT  | <input type="checkbox"/> REAL ESTATE OWNED | <input type="checkbox"/> SUBJECT TO COURT CONFIRMATION  | <input type="checkbox"/> NONE                   |
| <input type="checkbox"/> PENDING LITIGATION | <input type="checkbox"/> RELEASE CLAUSE    | <input type="checkbox"/> SUBJECT TO LENDER CONFIRMATION | <input type="checkbox"/> OTHER                  |

**PROPERTY CONDITION** Up to 9 entries allowed

- |   |   |   |  |                                      |
|---|---|---|--|--------------------------------------|
| <input type="checkbox"/> EXTERIOR-EXCELLENT | <input type="checkbox"/> FIXER              | <input type="checkbox"/> INTERIOR-VERY GOOD | <input type="checkbox"/> VARIES BY UNIT  | <input type="checkbox"/> YARD GRAVEL |
| <input type="checkbox"/> EXTERIOR-FAIR      | <input type="checkbox"/> INTERIOR-EXCELLENT | <input type="checkbox"/> NEW CONSTRUCTION   | <input type="checkbox"/> YARD ACCESSIBLE | <input type="checkbox"/> YARD PAVED  |
| <input type="checkbox"/> EXTERIOR-GOOD      | <input type="checkbox"/> INTERIOR-FAIR      | <input type="checkbox"/> UNDER CONSTRUCTION | <input type="checkbox"/> YARD DIRT       | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> EXTERIOR-VERY GOOD | <input type="checkbox"/> INTERIOR-GOOD      | <input type="checkbox"/> UPDATED/REMODELED  | <input type="checkbox"/> YARD FENCED     |                                      |

**PRIVATE REMARKS** 1,300 Characters Maximum **Note: Mixed case required**

**PUBLIC REMARKS** 1,000 Characters Maximum **Note: Mixed case required**

**BUSINESS TYPE (R)** Up to 5 entries allowed

- |   |  |  |   |   |
|---|--|--|---|---|
| <input type="checkbox"/> ADVERTISING            | <input type="checkbox"/> CABINETS                | <input type="checkbox"/> EMPLOYMENT              | <input type="checkbox"/> LANDSCAPING          | <input type="checkbox"/> RETAIL           |
| <input type="checkbox"/> AGRICULTURE            | <input type="checkbox"/> CANDY/COOKIE            | <input type="checkbox"/> FAST FOOD               | <input type="checkbox"/> LAUNDROMAT           | <input type="checkbox"/> SADDLERY/HARNESS |
| <input type="checkbox"/> ANIMAL GROOMING        | <input type="checkbox"/> CAR WASH                | <input type="checkbox"/> FINANCIAL               | <input type="checkbox"/> LIQUOR STORE         | <input type="checkbox"/> SMOKE SHOP       |
| <input type="checkbox"/> APPLIANCES             | <input type="checkbox"/> CARPET/TILE             | <input type="checkbox"/> FITNESS                 | <input type="checkbox"/> LOCKSMITH            | <input type="checkbox"/> SPORTING GOODS   |
| <input type="checkbox"/> AQUARIUM SUPPLIES      | <input type="checkbox"/> CHILD CARE              | <input type="checkbox"/> FLORIST/NURSERY         | <input type="checkbox"/> MANUFACTURING        | <input type="checkbox"/> STORAGE          |
| <input type="checkbox"/> ARTS & ENTERTAINMENT   | <input type="checkbox"/> CHURCH                  | <input type="checkbox"/> FOOD & BEVERAGE         | <input type="checkbox"/> MEDICAL              | <input type="checkbox"/> TOYS             |
| <input type="checkbox"/> AUTO BODY              | <input type="checkbox"/> CLOTHING                | <input type="checkbox"/> FOREST RESERVE          | <input type="checkbox"/> MOBILE/TRAILER PARK  | <input type="checkbox"/> TRANSPORTATION   |
| <input type="checkbox"/> AUTO DEALER            | <input type="checkbox"/> COMPUTER                | <input type="checkbox"/> FRANCHISE               | <input type="checkbox"/> MUSIC                | <input type="checkbox"/> TRAVEL           |
| <input type="checkbox"/> AUTO GLASS             | <input type="checkbox"/> CONSTRUCTION/CONTRACTOR | <input type="checkbox"/> FURNITURE               | <input type="checkbox"/> OFFICE SUPPLY        | <input type="checkbox"/> UPHOLSTERY       |
| <input type="checkbox"/> AUTO PARTS             | <input type="checkbox"/> CONVALESCENT            | <input type="checkbox"/> GAS STATION             | <input type="checkbox"/> PAINTS               | <input type="checkbox"/> UTILITY          |
| <input type="checkbox"/> AUTO RENT/LEASE        | <input type="checkbox"/> CONVENIENCE STORE       | <input type="checkbox"/> GIFT SHOP               | <input type="checkbox"/> PARKING              | <input type="checkbox"/> VARIETY          |
| <input type="checkbox"/> AUTO REPAIR-SPECIALTY  | <input type="checkbox"/> DANCE STUDIO            | <input type="checkbox"/> GROCERY                 | <input type="checkbox"/> PET HOSPITAL/KENNEL  | <input type="checkbox"/> VIDEO            |
| <input type="checkbox"/> AUTO SERVICE           | <input type="checkbox"/> DECORATOR               | <input type="checkbox"/> HARDWARE                | <input type="checkbox"/> PET STORE            | <input type="checkbox"/> WALLPAPER        |
| <input type="checkbox"/> AUTO STEREO/ALARM      | <input type="checkbox"/> DELI/CATERING           | <input type="checkbox"/> HEALTH FOOD             | <input type="checkbox"/> PHOTOGRAPHER         | <input type="checkbox"/> WAREHOUSE        |
| <input type="checkbox"/> AUTO TIRES             | <input type="checkbox"/> DENTAL                  | <input type="checkbox"/> HEALTH SERVICES         | <input type="checkbox"/> PIZZA                | <input type="checkbox"/> WHOLESALE        |
| <input type="checkbox"/> AUTO WRECKING          | <input type="checkbox"/> DISPENSARY              | <input type="checkbox"/> HOBBY                   | <input type="checkbox"/> PRINTING             | <input type="checkbox"/> WINERY           |
| <input type="checkbox"/> BAKERY                 | <input type="checkbox"/> DISTRIBUTION            | <input type="checkbox"/> HOME CLEANER            | <input type="checkbox"/> PROFESSIONAL SERVICE | <input type="checkbox"/> OTHER            |
| <input type="checkbox"/> BAR/TAVERN/LOUNGE      | <input type="checkbox"/> DOUGHNUT                | <input type="checkbox"/> HOSPITALITY             | <input type="checkbox"/> REAL ESTATE          | <input type="checkbox"/> SEE REMARKS      |
| <input type="checkbox"/> BARBER/BEAUTY          | <input type="checkbox"/> DRUGSTORE               | <input type="checkbox"/> HOTEL/MOTEL             | <input type="checkbox"/> RECREATION           |   |
| <input type="checkbox"/> BED & BREAKFAST        | <input type="checkbox"/> DRY CLEANER             | <input type="checkbox"/> ICE CREAM/FROZEN YOGURT | <input type="checkbox"/> RENTAL               |   |
| <input type="checkbox"/> BOOKS/CARDS/STATIONARY | <input type="checkbox"/> EDUCATION/SCHOOL        | <input type="checkbox"/> INDUSTRIAL              | <input type="checkbox"/> RESIDENTIAL CARE     |   |
| <input type="checkbox"/> BUTCHER                | <input type="checkbox"/> ELECTRONICS             | <input type="checkbox"/> JEWELRY                 | <input type="checkbox"/> RESTAURANT           |   |

**DAYS OF OPERATION** Up to 8 entries allowed

- |  |  |   |   |   |
|--|--|---|---|---|
| <input type="checkbox"/> CLOSED SATURDAY | <input type="checkbox"/> OPEN 2 DAYS   | <input type="checkbox"/> OPEN 5 DAYS      | <input type="checkbox"/> OPEN 8+ HOURS/DAY  | <input type="checkbox"/> OPEN-8 HOURS/DAY |
| <input type="checkbox"/> CLOSED SUNDAY   | <input type="checkbox"/> OPEN 24 HOURS | <input type="checkbox"/> OPEN 6 DAYS      | <input type="checkbox"/> OPEN MONDAY-FRIDAY | <input type="checkbox"/> SEASONAL         |
| <input type="checkbox"/> EVENINGS ONLY   | <input type="checkbox"/> OPEN 3 DAYS   | <input type="checkbox"/> OPEN 7 DAYS      | <input type="checkbox"/> OPEN SATURDAY      | <input type="checkbox"/> VARIED           |
| <input type="checkbox"/> OPEN 1 DAY      | <input type="checkbox"/> OPEN 4 DAYS   | <input type="checkbox"/> OPEN 8 HOURS/DAY | <input type="checkbox"/> OPEN SUNDAY        | <input type="checkbox"/> SEE REMARKS      |

- TRANSACTION TYPE**     Exchange     For Lease     For Sale     Option     Other

**BUSINESS NAME** \_\_\_\_\_

**YEAR ESTABLISHED** \_\_\_\_\_ **YEARS ON OPTION** \_\_\_\_\_ **YEARS OWNED** \_\_\_\_\_

**REASON FOR SELLING** Up to 2 entries allowed

- |  |                                     |                                   |                                |
|--|-------------------------------------|-----------------------------------|--------------------------------|
| <input type="checkbox"/> HEATH               | <input type="checkbox"/> PERSONAL   | <input type="checkbox"/> SALE     | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> OWNS OTHER BUSINESS | <input type="checkbox"/> RETIREMENT | <input type="checkbox"/> TRANSFER |                                |

**TENANT PAYS**

- NO  
 YES

**TENANT PAYS (R)** Up to 10 entries allowed

- |  |   |   |   |                                |
|--|---|---|---|--------------------------------|
| <input type="checkbox"/> CABLE TV                | <input type="checkbox"/> GAS                  | <input type="checkbox"/> LIABILITY INSURANCE  | <input type="checkbox"/> SEWER            | <input type="checkbox"/> WATER |
| <input type="checkbox"/> COMMON AREA MAINTENANCE | <input type="checkbox"/> GLASS INSURANCE      | <input type="checkbox"/> MERCHANT ASSOCIATION | <input type="checkbox"/> SITE MAINTENANCE | <input type="checkbox"/> NONE  |
| <input type="checkbox"/> ELECTRICITY             | <input type="checkbox"/> HVAC MAINTENANCE     | <input type="checkbox"/> OIL                  | <input type="checkbox"/> TAX INCREASES    | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> ELEVATOR                | <input type="checkbox"/> INTERIOR MAINTENANCE | <input type="checkbox"/> PROPANE              | <input type="checkbox"/> TAXES            |                                |
| <input type="checkbox"/> EXTERIOR MAINTENANCE    | <input type="checkbox"/> INTERNET             | <input type="checkbox"/> ROOF                 | <input type="checkbox"/> TELEPHONE        |                                |
| <input type="checkbox"/> FIRE INSURANCE          | <input type="checkbox"/> JANITORIAL SERVICE   | <input type="checkbox"/> SECURITY             | <input type="checkbox"/> TRASH COLLECTION |                                |

**SPECIAL LICENSES (R)** Up to 8 entries allowed

- |  |   |  |  |                                |
|--|---|--|--|--------------------------------|
| <input type="checkbox"/> BEER/WINE     | <input type="checkbox"/> EXISTING LICENSE | <input type="checkbox"/> LIQUOR                  | <input type="checkbox"/> LIQUOR-OFF SALE | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> BUSINESS      | <input type="checkbox"/> FOOD             | <input type="checkbox"/> LIQUOR 5 YEARS OR LESS  | <input type="checkbox"/> LIQUOR-ON SALE  |                                |
| <input type="checkbox"/> ENTERTAINMENT | <input type="checkbox"/> FRANCHISE        | <input type="checkbox"/> LIQUOR LICENSE 5+ YEARS | <input type="checkbox"/> NONE            |                                |

**SPECIAL INFORMATION** Up to 5 entries allowed

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> RE MAY NOT CONFORM TO CODE | <input type="checkbox"/> SPECIAL OPERATOR LICENSE REQUIRED | <input type="checkbox"/> TRADE NAME FILED |
| <input type="checkbox"/> SELLER RETAIN RE OWNED     | <input type="checkbox"/> SUBJECT TO BANKRUPTCY COURT       | <input type="checkbox"/> OTHER            |

**LABOR INFORMATION** Up to 3 entries allowed

- NON-UNION     UNION     OTHER

**BUSINESS OPERATOR LAST NAME**

**BUSINESS OPERATOR PHONE**

 -  - 

**OWNERSHIP TYPE** Up to 1 entry allowed

- CORP-SUBCHAPTER       FRANCHISE       PARTNERSHIP       OTHER  
 CORPORATION       JOINT VENTURE       SOLE PROPRIETOR

**ROOM CAPACITY** \_\_\_\_\_

**SEATING CAPACITY** \_\_\_\_\_

**ANNUAL SALARIES** \$ \_\_\_\_\_

**ANNUAL UTILITY EXPENSES** \$ \_\_\_\_\_

**ANNUAL TELEPHONE EXPENSES** \$ \_\_\_\_\_

**MANAGEMENT**       AVAILABLE       OWNER       OTHER

**EMPLOYEES** Up to 8 entries allowed

- 1-5       CORPORATE OPERATED       MANAGER       OWNER WORKS PART-TIME  
 11+       EMPLOYEES MUST BE LICENSED       OWNER MANAGER       NONE  
 6-10       FAMILY       OWNER WILL STAY       OTHER  
 ABSENTEE OWNER       INDEPENDENT CONTRACTOR       OWNER WILL TRAIN       SEE REMARKS

**BONDS/ASSESSMENTS/TAXES**

- UNKNOWN  
 YES\*

**\*If Yes, Bonds/Assessments/Taxes Desc is required**

**BONDS/ASSESSMENTS/TAXES DESC** Up to 5 entries allowed

- 1911       LOCAL ASSESSMENTS       TRANSFER TAX CITY       TRANSFER TAX PRIVATE       SEE REMARKS  
 1915       MELLO ROOS       TRANSFER TAX COUNTY       OTHER

**CITY TRANSFER TAX RATE** \_\_\_\_\_ %      **COUNTY TRANSFER TAX RATE** \_\_\_\_\_ %      **NEW TAXES EXPENSE** \$ \_\_\_\_\_

**% OF OWNERSHIP BEING SOLD** \_\_\_\_\_ %

**FINANCIAL DATA SOURCE** Up to 3 entries allowed

- ACCOUNTANT       INCOMPLETE INFORMATION       OWNER       TAX RETURN  
 ESTIMATED       LIMITED INFORMATION       PROJECTED       OTHER

**GROSS SCHEDULED INCOME (R)** \$ \_\_\_\_\_

**ANNUAL COST GOODS SOLD** \$ \_\_\_\_\_

**LEASE DEPOSIT AMOUNT** \$ \_\_\_\_\_

**NET OPERATING INCOME** \$ \_\_\_\_\_

**ANNUAL ACCOUNTING EXPENSE** \$ \_\_\_\_\_

**RENT PER MONTH** \$ \_\_\_\_\_

**INSURANCE EXPENSE** \$ \_\_\_\_\_

**ANNUAL ADVERTISING EXPENSE** \$ \_\_\_\_\_

**PROFIT & LOSS**       NO       YES

**OTHER EXPENSE** \$ \_\_\_\_\_

**LICENSES EXPENSE** \$ \_\_\_\_\_

**OPERATING EXPENSE** \$ \_\_\_\_\_

**ESTIMATED INVENTORY AMOUNT** \$ \_\_\_\_\_

**TOTAL ACTUAL RENT** \$ \_\_\_\_\_

**OPTION RENEWABLE**       NO       YES

**ESTIMATED LICENSE VALUE** \$ \_\_\_\_\_

**SUPPLIES EXPENSE** \$ \_\_\_\_\_

**OPTION TERMS** Up to 2 entries allowed

- 6-10%       MARKET RATE       SAME RATE       UP TO 5%  
 CPI       MORE THAN 10%       SPECIFIC SET UP       OTHER

**LEASE TERM** Up to 1 entry allowed

- 1 YEAR       3-5 YEARS       NEGOTIABLE       PURCHASE OPTION       SUBLEASE  
 1-3 YEARS       MONTH TO MONTH       PARTIAL       RENEWAL OPTION       SEE REMARKS

**LEASE DEPOSIT** Up to 2 entries allowed

- 3 MONTHS       FIXED AMOUNT       REQUIRED       OTHER  
 FIRST & LAST       NEGOTIABLE       NONE

**EXISTING LEASE TYPE** Up to 3 entries allowed

- 1<sup>ST</sup> RIGHT REFUSAL       EQUIPMENT       LEASE ESCALATOR(S)       NNN       TAX INCREASE  
 ASSIGNABLE       FLAT RENT       PRIMARY LEASE       PERCENTAGE       NONE  
 BASE RENT +% SALE       FULL       NET       RENEWABLE       OTHER  
 COMMON AREA MAINTENANCE       GROSS       NEW       SECURITY DEPOSIT REQUIRED       SEE REMARKS  
 CPI ADJUSTMENT       GROUND LEASE       NN       STRAIGHT LEASE

**FINANCIAL DATA VERIFIED**       NO       YES

**INCLUSIONS** Up to 8 entries allowed

- |  |   |   |   |  |
|--|---|---|---|--|
| <input type="checkbox"/> ACCOUNTS RECEIVABLE | <input type="checkbox"/> COVENANT             | <input type="checkbox"/> GOODWILL               | <input type="checkbox"/> LICENSE                    | <input type="checkbox"/> REAL ESTATE     |
| <input type="checkbox"/> BUILDING            | <input type="checkbox"/> EXISTING SIGNS       | <input type="checkbox"/> INVENTORY              | <input type="checkbox"/> MANAGEMENT CONSULTANT AGMT | <input type="checkbox"/> SPECIAL PERMITS |
| <input type="checkbox"/> CONFORM USE         | <input type="checkbox"/> FIXTURES & EQUIPMENT | <input type="checkbox"/> LAND                   | <input type="checkbox"/> NAME                       | <input type="checkbox"/> OTHER           |
| <input type="checkbox"/> CORPORATION         | <input type="checkbox"/> FRANCHISE            | <input type="checkbox"/> LEASEHOLD IMPROVEMENTS | <input type="checkbox"/> NON-COMPETITION AGMT       | <input type="checkbox"/> SEE REMARKS     |

**FLOORING (R)** Up to 8 entries allowed

- |                                 |  |                                     |                                     |                                |                                |
|---------------------------------|--|-------------------------------------|-------------------------------------|--------------------------------|--------------------------------|
| <input type="checkbox"/> BRICK  | <input type="checkbox"/> CONCRETE      | <input type="checkbox"/> HEAVY DUTY | <input type="checkbox"/> TILE       | <input type="checkbox"/> VINYL | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CARPET | <input type="checkbox"/> CONCRETE SLAB | <input type="checkbox"/> LINOLEUM   | <input type="checkbox"/> UNFINISHED | <input type="checkbox"/> WOOD  |                                |

**WALLS** Up to 3 entries allowed

- |   |                                  |                                    |                                     |                                |
|---|----------------------------------|------------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> COMMON WALL    | <input type="checkbox"/> METAL   | <input type="checkbox"/> PLASTER   | <input type="checkbox"/> UNFINISHED | <input type="checkbox"/> NONE  |
| <input type="checkbox"/> CONCRETE BLOCK | <input type="checkbox"/> paneled | <input type="checkbox"/> SHEETROCK | <input type="checkbox"/> WOOD       | <input type="checkbox"/> OTHER |

**LOCATION (R)** Up to 8 entries allowed

- |   |  |   |   |                                      |
|---|--|---|---|--------------------------------------|
| <input type="checkbox"/> AIRPORT NEARBY | <input type="checkbox"/> DOWNTOWN COMMERCIAL | <input type="checkbox"/> LIGHT RAIL NEARBY            | <input type="checkbox"/> RAILROAD SPUR          | <input type="checkbox"/> UNKNOWN     |
| <input type="checkbox"/> BART NEARBY    | <input type="checkbox"/> FREE STANDING       | <input type="checkbox"/> MALL                         | <input type="checkbox"/> RESIDENTIAL AREA       | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> BUSINESS PARK  | <input type="checkbox"/> FREEWAY NEARBY      | <input type="checkbox"/> MID BLOCK                    | <input type="checkbox"/> RESTAURANT NEARBY      | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> CITY           | <input type="checkbox"/> HOSPITAL NEARBY     | <input type="checkbox"/> NEIGHBORHOOD COMMERCIAL      | <input type="checkbox"/> RURAL                  |                                      |
| <input type="checkbox"/> COMMERCIAL     | <input type="checkbox"/> IN HOME             | <input type="checkbox"/> PROCESSIONAL COMPLEX         | <input type="checkbox"/> SHOPPING CENTER NEARBY |                                      |
| <input type="checkbox"/> COUNTY         | <input type="checkbox"/> INDUSTRIAL AREA     | <input type="checkbox"/> PUBLIC TRANSPORTATION NEARBY | <input type="checkbox"/> STRIP CENTER           |                                      |

**COOLING** Up to 5 entries allowed

- |                                     |   |                                     |   |                                      |
|-------------------------------------|---|-------------------------------------|---|--------------------------------------|
| <input type="checkbox"/> CENTRAL    | <input type="checkbox"/> DUCTLESS           | <input type="checkbox"/> MULTIUNITS | <input type="checkbox"/> ROOM AIR       | <input type="checkbox"/> NONE        |
| <input type="checkbox"/> COMMON AIR | <input type="checkbox"/> EVAPORATIVE COOLER | <input type="checkbox"/> MULTIZONE  | <input type="checkbox"/> WINDOW UNIT(S) | <input type="checkbox"/> SEE REMARKS |

**HEATING** Up to 8 entries allowed

- |                                    |  |                                      |  |  |                                |
|------------------------------------|--|--------------------------------------|--|--|--------------------------------|
| <input type="checkbox"/> BASEBOARD | <input type="checkbox"/> FLOOR FURNACE | <input type="checkbox"/> MULTIZONE   | <input type="checkbox"/> PROPANE       | <input type="checkbox"/> STEAM           | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CENTRAL   | <input type="checkbox"/> HEAT PUMP     | <input type="checkbox"/> NATURAL GAS | <input type="checkbox"/> RADIANT       | <input type="checkbox"/> STOVE HEATER(S) |                                |
| <input type="checkbox"/> DUCTLESS  | <input type="checkbox"/> HOT WATER     | <input type="checkbox"/> NO HEAT     | <input type="checkbox"/> SEPARATE      | <input type="checkbox"/> WALL FURNACE    |                                |
| <input type="checkbox"/> ELECTRIC  | <input type="checkbox"/> MULTIUNITS    | <input type="checkbox"/> OIL         | <input type="checkbox"/> SOLAR HEATING | <input type="checkbox"/> WOOD STOVE      |                                |

**CONSTRUCTION MATERIALS** Up to 10 entries allowed

- |                                |                                       |                                  |                                |                                  |                                |
|--------------------------------|---------------------------------------|----------------------------------|--------------------------------|----------------------------------|--------------------------------|
| <input type="checkbox"/> BLOCK | <input type="checkbox"/> BRICK VENEER | <input type="checkbox"/> GLASS   | <input type="checkbox"/> METAL | <input type="checkbox"/> STUCCO  | <input type="checkbox"/> WOOD  |
| <input type="checkbox"/> BRICK | <input type="checkbox"/> CONCRETE     | <input type="checkbox"/> MASONRY | <input type="checkbox"/> STEEL | <input type="checkbox"/> TILT-UP | <input type="checkbox"/> OTHER |

**FOUNDATION** Up to 5 entries allowed

- |                                       |  |   |   |                                      |
|---------------------------------------|--|---|---|--------------------------------------|
| <input type="checkbox"/> BLOCK        | <input type="checkbox"/> COMBINATION   | <input type="checkbox"/> CONCRETE PERIMETER | <input type="checkbox"/> PILLAR/POST/PIER | <input type="checkbox"/> NONE        |
| <input type="checkbox"/> BRICK/MORTAR | <input type="checkbox"/> CONCRETE      | <input type="checkbox"/> MASONARY PERIMETER | <input type="checkbox"/> RAISED           | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> CAPPED BRICK | <input type="checkbox"/> CONCRETE GRID | <input type="checkbox"/> PILING             | <input type="checkbox"/> SLAB             | <input type="checkbox"/> SEE REMARKS |

**ROOF** Up to 3 entries allowed

- |                                      |                                      |                                  |                                     |                                |
|--------------------------------------|--------------------------------------|----------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> BITUMEN     | <input type="checkbox"/> ELASTOMERIC | <input type="checkbox"/> SHAKE   | <input type="checkbox"/> TAR/GRAVEL | <input type="checkbox"/> OTHER |
| <input type="checkbox"/> CEMENT      | <input type="checkbox"/> FOAM        | <input type="checkbox"/> SHINGLE | <input type="checkbox"/> TILE       |                                |
| <input type="checkbox"/> COMPOSITION | <input type="checkbox"/> METAL       | <input type="checkbox"/> SLATE   | <input type="checkbox"/> NONE       |                                |

**ACCESSIBILITY FEATURES** Up to 6 entries allowed

- |  |  |   |  |                                      |
|--|--|---|--|--------------------------------------|
| <input type="checkbox"/> ACCESSIBLE APPROACH WITH RAMP | <input type="checkbox"/> ACCESSIBLE ELEVATOR INSTALLED | <input type="checkbox"/> KITCHEN CABINETS | <input type="checkbox"/> VARIES BY UNIT    | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> ACCESSIBLE BATHROOM(S)        | <input type="checkbox"/> ACCESSIBLE KITCHEN            | <input type="checkbox"/> PARKING          | <input type="checkbox"/> WHEELCHAIR ACCESS | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> ACCESSIBLE DOORS              | <input type="checkbox"/> GRAB BARS                     | <input type="checkbox"/> SHOWER(S)        | <input type="checkbox"/> NONE              |                                      |

**UTILITIES** Up to 7 entries allowed

- |  |  |  |   |                                     |
|--|--|--|---|-------------------------------------|
| <input type="checkbox"/> CABLE AVAILABLE | <input type="checkbox"/> DSL AVAILABLE | <input type="checkbox"/> INTERNET AVAILABLE    | <input type="checkbox"/> OIL                | <input type="checkbox"/> TV ANTENNA |
| <input type="checkbox"/> CABLE CONNECTED | <input type="checkbox"/> GENERATOR     | <input type="checkbox"/> PRIMARY METER(S)      | <input type="checkbox"/> PHONE-MULTI WIRING | <input type="checkbox"/> NONE       |
| <input type="checkbox"/> DISH ANTENNA    | <input type="checkbox"/> HOT WATER     | <input type="checkbox"/> NATURAL GAS CONNECTED | <input type="checkbox"/> SEPARATE METER(S)  | <input type="checkbox"/> OTHER      |

**ELECTRIC** Up to 5 entries allowed

- |  |   |   |  |  |
|--|---|---|--|--|
| <input type="checkbox"/> 1 PHASE         | <input type="checkbox"/> 200 to 400 AMP SERVICE | <input type="checkbox"/> 440 VOLTS              | <input type="checkbox"/> PASSIVE SOLAR                   | <input type="checkbox"/> PV-OFF GRID             |
| <input type="checkbox"/> 100 AMP SERVICE | <input type="checkbox"/> 220 VOLTS              | <input type="checkbox"/> 60-AMP SERVICE         | <input type="checkbox"/> PHOTOVOLTAICS SELLER OWNED      | <input type="checkbox"/> PV-ON GRID              |
| <input type="checkbox"/> 150 AMP SERVICE | <input type="checkbox"/> 3 PHASE                | <input type="checkbox"/> 880 VOLTS              | <input type="checkbox"/> PHOTOVOLTAICS THIRD-PARTY OWNED | <input type="checkbox"/> SEPARATE ELECTRIC METER |
| <input type="checkbox"/> 2 PHASE         | <input type="checkbox"/> 400+ AMP SERVICE       | <input type="checkbox"/> PRIMARY ELECTRIC METER | <input type="checkbox"/> PV-BATTERY BACKUP               |  |

**WATER SOURCE** Up to 3 entries allowed

- |  |                                  |  |   |                                      |
|--|----------------------------------|--|---|--------------------------------------|
| <input type="checkbox"/> ABANDONED WELL      | <input type="checkbox"/> MUTUAL  | <input type="checkbox"/> SHARED WELL         | <input type="checkbox"/> UNTREATED      | <input type="checkbox"/> NONE        |
| <input type="checkbox"/> FILTERED            | <input type="checkbox"/> PRIVATE | <input type="checkbox"/> STORAGE TANK        | <input type="checkbox"/> WATER DISTRICT | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> IRRIGATION DISTRICT | <input type="checkbox"/> PUBLIC  | <input type="checkbox"/> TREATMENT EQUIPMENT | <input type="checkbox"/> WELL           | <input type="checkbox"/> SEE REMARKS |

**SEWER** Up to 5 entries allowed

- |  |  |   |  |                                |
|--|--|---|--|--------------------------------|
| <input type="checkbox"/> ENGINEERED SEPTIC | <input type="checkbox"/> PRIVATE SEWER | <input type="checkbox"/> SEPTIC CONNECTED | <input type="checkbox"/> SEPTIC SYSTEM   | <input type="checkbox"/> NONE  |
| <input type="checkbox"/> HOLDING TANK      | <input type="checkbox"/> PUBLIC SEWER  | <input type="checkbox"/> SEPTIC PUMP      | <input type="checkbox"/> SEWER CONNECTED | <input type="checkbox"/> OTHER |

**SECURITY FEATURES** Up to 8 entries allowed

- |  |  |   |  |   |
|--|--|---|--|---|
| <input type="checkbox"/> FIRE ALARM              | <input type="checkbox"/> GUARDED GATE    | <input type="checkbox"/> SECURITY SYSTEM LEASED   | <input type="checkbox"/> UNGUARDED GATE              | <input type="checkbox"/> WINDOW SECURITY BARS |
| <input type="checkbox"/> FIRE ESCAPE             | <input type="checkbox"/> PANIC ALARM     | <input type="checkbox"/> SECURITY SYSTEM OWNED    | <input type="checkbox"/> VAULT                       | <input type="checkbox"/> OTHER                |
| <input type="checkbox"/> FIRE EXTINGUISHER       | <input type="checkbox"/> SECURED ACCESS  | <input type="checkbox"/> SECURITY SYSTEM PREWIRED | <input type="checkbox"/> VIDEO SYSTEM                | <input type="checkbox"/> SEE REMARKS          |
| <input type="checkbox"/> FIRE SUPPRESSION SYSTEM | <input type="checkbox"/> SECURITY PATROL | <input type="checkbox"/> SMOKE DETECTOR           | <input type="checkbox"/> WINDOW BARS W/QUICK RELEASE |   |

**TOTAL PARKING SPACES** \_\_\_\_\_

**PARKING FEATURES** Up to 8 entries allowed

- |   |  |  |                                      |                                      |
|---|--|--|--------------------------------------|--------------------------------------|
| <input type="checkbox"/> CARPORT                    | <input type="checkbox"/> ELECTRIC GATE       | <input type="checkbox"/> METERED             | <input type="checkbox"/> PUBLIC      | <input type="checkbox"/> NONE        |
| <input type="checkbox"/> CLASS A GARAGE             | <input type="checkbox"/> EV CHARGING         | <input type="checkbox"/> OFF STREET          | <input type="checkbox"/> SECURED     | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> COMMERCIAL VEHICLE ALLOWED | <input type="checkbox"/> EXCLUSIVE           | <input type="checkbox"/> OFFSITE             | <input type="checkbox"/> STREET      | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> COMMON AREA ASSIGNED       | <input type="checkbox"/> GARAGE              | <input type="checkbox"/> PARKING LOT 1 BLOCK | <input type="checkbox"/> UNDERGROUND |                                      |
| <input type="checkbox"/> COMMON AREA SHARED         | <input type="checkbox"/> LEASED PARKING AREA | <input type="checkbox"/> PERMIT REQUIRED     | <input type="checkbox"/> VALET       |                                      |
| <input type="checkbox"/> COVERED                    | <input type="checkbox"/> LIGHTED             | <input type="checkbox"/> PRIVATE             | <input type="checkbox"/> VISITOR     |                                      |

**LOT FEATURES** Up to 15 entries allowed

- |   |   |   |   |   |                                      |
|---|---|---|---|---|--------------------------------------|
| <input type="checkbox"/> AUTO SPRINKLER F&R   | <input type="checkbox"/> CURB(S)          | <input type="checkbox"/> GRASS PAINTED    | <input type="checkbox"/> MANUAL SPRINKLER F&R   | <input type="checkbox"/> PRIVATE              | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> AUTO SPRINKLER FRONT | <input type="checkbox"/> CURBS/GUTTERS    | <input type="checkbox"/> GREENBELT        | <input type="checkbox"/> MANUAL SPRINKLER FRONT | <input type="checkbox"/> SIDEWALK             | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> AUTO SPRINKLER REAR  | <input type="checkbox"/> DEAD END         | <input type="checkbox"/> LANDSCAPED BACK  | <input type="checkbox"/> MANUAL SPRINKLER REAR  | <input type="checkbox"/> SIDEWALK/CURB/GUTTER |                                      |
| <input type="checkbox"/> CORNER               | <input type="checkbox"/> FLAG LOT         | <input type="checkbox"/> LANDSCAPED FRONT | <input type="checkbox"/> MEADOW EAST            | <input type="checkbox"/> SPLIT POSSIBLE       |                                      |
| <input type="checkbox"/> COURT                | <input type="checkbox"/> GATED COMMUNITY  | <input type="checkbox"/> LANDSCAPED MISC  | <input type="checkbox"/> MEADOW WEST            | <input type="checkbox"/> STORM DRAIN          |                                      |
| <input type="checkbox"/> CUL-DE-SAC           | <input type="checkbox"/> GRASS ARTIFICIAL | <input type="checkbox"/> LOW MAINTENANCE  | <input type="checkbox"/> MID BLOCK              | <input type="checkbox"/> STREET LIGHTS        |                                      |

**TOPOGRAPHY** Up to 4 entries allowed

- |                                    |   |   |                                     |
|------------------------------------|---|---|-------------------------------------|
| <input type="checkbox"/> COAST     | <input type="checkbox"/> HILLSIDE         | <input type="checkbox"/> LOT SLOPED       | <input type="checkbox"/> ROLLING    |
| <input type="checkbox"/> DOWNSLOPE | <input type="checkbox"/> LEVEL            | <input type="checkbox"/> RIDGE            | <input type="checkbox"/> STEEP HILL |
| <input type="checkbox"/> FOREST    | <input type="checkbox"/> LOT GRADE VARIES | <input type="checkbox"/> ROCK OUTCROPPING | <input type="checkbox"/> UPSLOPE    |

**FRONTAGE TYPE** Up to 3 entries allowed

- |  |                                      |                                     |                                     |
|--|--------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> BAY/HARBOR              | <input type="checkbox"/> GOLF COURSE | <input type="checkbox"/> OCEANFRONT | <input type="checkbox"/> WATERFRONT |
| <input type="checkbox"/> BORDERS GOVERNMENT LAND | <input type="checkbox"/> LAKEFRONT   | <input type="checkbox"/> RIVER      |                                     |

**BUILDING FEATURES** Up to 12 entries allowed

- |   |  |   |   |   |
|---|--|---|---|---|
| <input type="checkbox"/> 11-15 FT CEILINGS      | <input type="checkbox"/> CAFETERIA       | <input type="checkbox"/> FENCED YARD        | <input type="checkbox"/> LOADING DOCK         | <input type="checkbox"/> SHOWROOM         |
| <input type="checkbox"/> 16-20 FT CEILINGS      | <input type="checkbox"/> CARPETING       | <input type="checkbox"/> GAS PUMP           | <input type="checkbox"/> LOADING ZONE         | <input type="checkbox"/> STORAGE          |
| <input type="checkbox"/> 20 OR MORE FT CEILINGS | <input type="checkbox"/> CONFERENCE ROOM | <input type="checkbox"/> GAS TANK           | <input type="checkbox"/> OUTSIDE SIGN         | <input type="checkbox"/> TELEPHONE SYSTEM |
| <input type="checkbox"/> 8 FT CEILINGS          | <input type="checkbox"/> DISPLAY WINDOW  | <input type="checkbox"/> HYDRANT(S)         | <input type="checkbox"/> OVERHEAD CRANE       | <input type="checkbox"/> TRUCK DOOR       |
| <input type="checkbox"/> 8-10 FT CEILINGS       | <input type="checkbox"/> ELEVATOR(S)     | <input type="checkbox"/> KITCHEN FACILITIES | <input type="checkbox"/> RECEPTION AREA       |   |
| <input type="checkbox"/> APARTMENT INCLUDED     | <input type="checkbox"/> ESCALATOR(S)    | <input type="checkbox"/> LANDSCAPING        | <input type="checkbox"/> REST ROOM(S)-PRIVATE |   |
| <input type="checkbox"/> BASEMENT               | <input type="checkbox"/> EXERCISE ROOM   | <input type="checkbox"/> LIVING QUARTERS    | <input type="checkbox"/> REST ROOM(S)-PUBLIC  |   |

**TERMS** Up to 5 entries allowed

- |  |  |  |                                      |
|--|--|--|--------------------------------------|
| <input type="checkbox"/> 1031 EXCHANGE               | <input type="checkbox"/> FARM LOAN                 | <input type="checkbox"/> OWNER MAY CARRY 2 <sup>ND</sup> | <input type="checkbox"/> TRADE       |
| <input type="checkbox"/> ASSUMABLE                   | <input type="checkbox"/> LEASE OPTION              | <input type="checkbox"/> OWNER MAY CARRY 3 <sup>RD</sup> | <input type="checkbox"/> NONE        |
| <input type="checkbox"/> BUSINESS USED AS COLLATERAL | <input type="checkbox"/> NEW LOAN                  | <input type="checkbox"/> SBA LOAN                        | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> CASH                        | <input type="checkbox"/> OTHER COLLATERAL REQUIRED | <input type="checkbox"/> SECURED BY BUYERS RE            | <input type="checkbox"/> SEE REMARKS |
| <input type="checkbox"/> CONVENTIONAL                | <input type="checkbox"/> OWNER MAY CARRY           | <input type="checkbox"/> SPCL-CNTRCT/ADDM-CLA            |                                      |

**POSSESSION (R)** Up to 2 entries allowed

- |  |  |                                      |
|--|--|--------------------------------------|
| <input type="checkbox"/> CLOSE OF ESCROW | <input type="checkbox"/> NEGOTIABLE      | <input type="checkbox"/> OTHER       |
| <input type="checkbox"/> IMMEDIATE       | <input type="checkbox"/> UUC FILING DATE | <input type="checkbox"/> SEE REMARKS |

**DISCLOSURES/DOCUMENTS** Up to 10 entries allowed

- |  |   |  |                                       |
|--|---|--|---------------------------------------|
| <input type="checkbox"/> APPRAISAL               | <input type="checkbox"/> COPY OF LEASE AT LISTING OFFICE  | <input type="checkbox"/> LEASE AGREEMENT                     | <input type="checkbox"/> SIGN CONTROL |
| <input type="checkbox"/> ASSOCIATION DUES        | <input type="checkbox"/> DISCLOSURE PACKAGE AVAILABLE     | <input type="checkbox"/> LEDGERS                             | <input type="checkbox"/> TAX RETURN   |
| <input type="checkbox"/> BALANCE SHEET           | <input type="checkbox"/> EQUIPMENT & FIXTURES             | <input type="checkbox"/> NATURAL HAZARD DISCLOSURE AVAILABLE |                                       |
| <input type="checkbox"/> BOOKS AT LISTING OFFICE | <input type="checkbox"/> EQUIPMENT LIST AT LISTING OFFICE | <input type="checkbox"/> P&L STATEMENT                       |                                       |
| <input type="checkbox"/> CC&RS                   | <input type="checkbox"/> INVENTORY LIST                   | <input type="checkbox"/> PROPERTY INFO PACKET                |                                       |

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

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