

Note: Fields Marked With \* Are Required

Location Information					
<b>County*</b>				<b>Compass Pt</b>	
<b>Area*</b>		<b>City*</b>		<input type="checkbox"/> East	<input type="checkbox"/> North
<b>Street #**</b>		<b>Unit #</b>	<b>Folio #</b>	<input type="checkbox"/> Northeast	<input type="checkbox"/> Northwest
<b>Street Name*</b>				<input type="checkbox"/> South	<input type="checkbox"/> Southeast
<b>Legal</b>				<input type="checkbox"/> Southwest	<input type="checkbox"/> West
<b>Zoning</b>		<b>Geographical Area*</b>	<b>State*</b>	<b>Zip*</b>	<b>Zip+4</b>
Section				Municip Code	
Township/Range				Parcel #	
Subdivision#					
Building Name/Number			<b>Map Coordinates* Latitude</b>		<b>Longitude</b>
Required					
Leasable (Unit) SqFt		<b>Type* (1 Only)</b>		<input type="checkbox"/> Executive Suite Complex	
		<input type="checkbox"/> Commercial	<input type="checkbox"/> Hotel	<input type="checkbox"/> Income/Multi-Family	
		<input type="checkbox"/> Flex Space	<input type="checkbox"/> Mixed Use	<input type="checkbox"/> Industrial	
Building Area Total		<input type="checkbox"/> Lease	<input type="checkbox"/> Retail	<input type="checkbox"/> Restaurant/Entertainment	
		<input type="checkbox"/> Special Purpose			
Lot Square Footage		<b>Photo Instructions</b>		<b>List Price*</b>	
		<input type="checkbox"/> Realtor to Upload Images 1-35			
<b>Approx Lot Size*</b>		<b>Owner Agent*</b>		# Acres	
		<input type="checkbox"/> Yes <input type="checkbox"/> No			
<b>Type of Building* (Max 2)</b>		<input type="checkbox"/> Free Standing		<input type="checkbox"/> Other Type	
<input type="checkbox"/> Adult Congregate		<input type="checkbox"/> Hotel/Motel		<input type="checkbox"/> Professional	
<input type="checkbox"/> Assisted Living Facility		<input type="checkbox"/> Commercial/Residential Income		<input type="checkbox"/> Residential-Multi-Family	
<input type="checkbox"/> Anchored Center		<input type="checkbox"/> Industrial		<input type="checkbox"/> Residential-Single Family	
<input type="checkbox"/> Apartments		<input type="checkbox"/> Mall Enclosed		<input type="checkbox"/> Restaurant/Bar	
<input type="checkbox"/> Automotive		<input type="checkbox"/> Heavy Manufacturing		<input type="checkbox"/> Retail Space	
<input type="checkbox"/> Building Service		<input type="checkbox"/> Light Manufacturing		<input type="checkbox"/> School	
<input type="checkbox"/> Building Trades		<input type="checkbox"/> Marina		<input type="checkbox"/> Shopping Center	
<input type="checkbox"/> Church		<input type="checkbox"/> Medical Office		<input type="checkbox"/> Showroom	
<input type="checkbox"/> Condominium		<input type="checkbox"/> Mini Warehouse		<input type="checkbox"/> Special Purpose	
<input type="checkbox"/> Consumer Service		<input type="checkbox"/> Mobile/Rv Parks		<input type="checkbox"/> Store/Warehouse Combination	
<input type="checkbox"/> Convenience Store		<input type="checkbox"/> Non-Profit		<input type="checkbox"/> Strip Store	
<input type="checkbox"/> Daycare		<input type="checkbox"/> Unimproved Interior		<input type="checkbox"/> Tavern/Bar	
<input type="checkbox"/> Dock Height Building		<input type="checkbox"/> Office/Warehouse Combination		<input type="checkbox"/> Warehouse Space	
<input type="checkbox"/> Office Space		<input type="checkbox"/> Wholesale			
Agent & Office Information					
<b>List Agent MLS ID*</b>		<b>Agent Name*</b>			
<b>Office Name*</b>			<b>Office MLS ID*</b>		
List Agent Direct Work Phone			<b>Office Phone*</b>		
Office Fax		List Agent Alt Phone			
<b>Agent Email*</b>					
Co-Agent MLS ID		Co-Agent Name			
Co-Office Name			Co-Office MLS ID		
Co-Agent Phone			Co-Office Phone		
			Co-Office Fax		
Co-List Agent Email					

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Compensation and Misc Information			
IDX <input type="checkbox"/> Yes <input type="checkbox"/> No	Internet* <input type="checkbox"/> Yes <input type="checkbox"/> No	AVM* <input type="checkbox"/> Yes <input type="checkbox"/> No	Blogging* <input type="checkbox"/> Yes <input type="checkbox"/> No
Address on Internet* <input type="checkbox"/> Yes <input type="checkbox"/> No	List Date*	Expiration Date*	Variable/Dual Rate* <input type="checkbox"/> Yes <input type="checkbox"/> No
Listing Type* (1 Only)	<input type="checkbox"/> Exclusive Agency <input type="checkbox"/> Exclusive Variable	<input type="checkbox"/> Exclusive With Exceptions <input type="checkbox"/> Limited Representation	<input type="checkbox"/> Exclusive Right <input type="checkbox"/> Limited Service
Compensation Trans Broker*	Compensation Buyers Agent*	Compensation Non-Rep*	
General Information			
Short Sale <input type="checkbox"/> Yes <input type="checkbox"/> No	Lender Approval (1 Only) (*Req if Short Sale=Yes) <input type="checkbox"/> Approved <input type="checkbox"/> Unapproved	Range Price <input type="checkbox"/> Yes <input type="checkbox"/> No	
REO <input type="checkbox"/> Yes <input type="checkbox"/> No			
\$ Per Unit(*Req if Style=Hotel or Income)	Property Description (*Req if Style=Industrial, Mixed Use, Commercial, Special Purpose)		Year Built
# Units(*Req if Style=Hotel or Income)			
# Stories	County Land Use Code		# Buildings (*Req if Style=Hotel or Income)
Style (1 Only)	<input type="checkbox"/> Commercial Lease <input type="checkbox"/> Hotel Waterfront <input type="checkbox"/> Income Waterfront <input type="checkbox"/> Income Non-Waterfront <input type="checkbox"/> Commercial Office <input type="checkbox"/> Special Purpose	Environmental Audit (1 Only) <input type="checkbox"/> None <input type="checkbox"/> Phase 1 <input type="checkbox"/> Phase 2 <input type="checkbox"/> Phase 3 <input type="checkbox"/> Unknown	
<input type="checkbox"/> Hotel Non-Waterfront <input type="checkbox"/> Industrial Lease <input type="checkbox"/> Industrial <input type="checkbox"/> Mixed Use <input type="checkbox"/> Commercial Retail	<input type="checkbox"/> Limited Partnership <input type="checkbox"/> Other Partnership <input type="checkbox"/> Partnership <input type="checkbox"/> Self Proprietor/Individual	Property Condition (1 Only) <input type="checkbox"/> Resale <input type="checkbox"/> Pre-Construction <input type="checkbox"/> Under Construction <input type="checkbox"/> New Construction <input type="checkbox"/> Unknown	
Ownership (1 Only) <input type="checkbox"/> Assets Only <input type="checkbox"/> Corporation <input type="checkbox"/> Joint Venture		# Floors	
		# Offices	
		# Bays	
		# Loading Doors	
Sale Includes (Max 3) <input type="checkbox"/> Fixtures <input type="checkbox"/> Land Only <input type="checkbox"/> Other Sale Includes	<input type="checkbox"/> Building & Land <input type="checkbox"/> Franchise <input type="checkbox"/> Leases <input type="checkbox"/> Signs	<input type="checkbox"/> Building Only <input type="checkbox"/> Furniture <input type="checkbox"/> License <input type="checkbox"/> Tools	<input type="checkbox"/> Business <input type="checkbox"/> Inventory <input type="checkbox"/> Machinery
Location of Property (Max 4) <input type="checkbox"/> Anchored Center <input type="checkbox"/> Central Business District <input type="checkbox"/> Commercial Park <input type="checkbox"/> Corner Unit	<input type="checkbox"/> Corner Lot <input type="checkbox"/> Industrial Park <input type="checkbox"/> Location In A Flood Zone <input type="checkbox"/> Industrial Park <input type="checkbox"/> Beach Access	<input type="checkbox"/> Inside Location <input type="checkbox"/> Inside Lot <input type="checkbox"/> Near Airport <input type="checkbox"/> Near Seaport <input type="checkbox"/> City Location	<input type="checkbox"/> Other Location <input type="checkbox"/> Out Parcel <input type="checkbox"/> In Residential Area <input type="checkbox"/> Shopping Center <input type="checkbox"/> County Location

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<b>Construction Description (Max 4)</b> (*Req if Style=Income Waterfront) <input type="checkbox"/> Aluminum Siding <input type="checkbox"/> Concrete Block Construction <input type="checkbox"/> Brick Exterior Construction <input type="checkbox"/> Brick Veneer <input type="checkbox"/> Concrete Block With Brick <input type="checkbox"/> Cbs Construction <input type="checkbox"/> Composition Shingle <input type="checkbox"/> Pre-Cast Concrete Construction		<input type="checkbox"/> Elevated Construction <input type="checkbox"/> Frame Construction <input type="checkbox"/> Frame With Stucco <input type="checkbox"/> Manufactured/Mobile Home <input type="checkbox"/> Metal Construction <input type="checkbox"/> Modular Construction <input type="checkbox"/> New Construction <input type="checkbox"/> Other Construction <input type="checkbox"/> Piling Construction	<input type="checkbox"/> Pre-Fab Construction <input type="checkbox"/> Precast Construction <input type="checkbox"/> Second/Third Floor Concrete <input type="checkbox"/> Siding-Asbestos <input type="checkbox"/> Slab Construction <input type="checkbox"/> Stone Exterior Construction <input type="checkbox"/> Stucco Exterior Construction <input type="checkbox"/> Under Construction <input type="checkbox"/> Wood Siding		
<b>Roof Description (Max 3)</b> <input type="checkbox"/> Concrete Roof <input type="checkbox"/> Metal Roof		<input type="checkbox"/> Other Roof <input type="checkbox"/> Comp Shingle Roof <input type="checkbox"/> Tile Roof			
<b>Column Description(1 Only)</b> <input type="checkbox"/> Span 10-15' <input type="checkbox"/> Span 16-20' <input type="checkbox"/> Span 21-28' <input type="checkbox"/> Span 29-40' <input type="checkbox"/> Span 41+'		<input type="checkbox"/> Unknown <input type="checkbox"/> Varied Column Span			
<b>Waterfront YN (*Req if Style=Hotel or Income)</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Flooring (Max 3)</b> <input type="checkbox"/> Carpeted Floors <input type="checkbox"/> Concrete Floors <input type="checkbox"/> Parquet Floors <input type="checkbox"/> Clay Floors <input type="checkbox"/> Tile Floors <input type="checkbox"/> Vinyl Floors <input type="checkbox"/> Ceramic Floor <input type="checkbox"/> Marble/Slate Floors <input type="checkbox"/> Terrazzo Floors <input type="checkbox"/> Wood Floors <input type="checkbox"/> Other Floors				
<b># Parking Spaces</b>					
<b>Electric Service (Max 4)</b> <input type="checkbox"/> Separate Meters		<input type="checkbox"/> 101-200 Amps <input type="checkbox"/> 0-100 Amps <input type="checkbox"/> 110 Volts Power <input type="checkbox"/> Over 200 Amps <input type="checkbox"/> 220 Volts Power	<input type="checkbox"/> 3 Phase Electric <input type="checkbox"/> 440 Volts Power <input type="checkbox"/> Other Electric		
<b>Parking Description (Max 3)</b> <input type="checkbox"/> Assigned Parking		<input type="checkbox"/> Common Parking <input type="checkbox"/> Covered Parking <input type="checkbox"/> Valet Parking <input type="checkbox"/> No Truck/Trailer	<input type="checkbox"/> Loading Spaces <input type="checkbox"/> Guest Parking		
<b>Security (Max 3)</b>		<input type="checkbox"/> Fenced <input type="checkbox"/> Security Guard <input type="checkbox"/> Security Lighting	<input type="checkbox"/> Security Gate <input type="checkbox"/> Security System		
<b>Lot Frontage</b>		<b>Fire Protection (Max 3)</b> <input type="checkbox"/> No Fire Protection <input type="checkbox"/> Smoke Alarm <input type="checkbox"/> Smoke Detector <input type="checkbox"/> Other Fire Protection <input type="checkbox"/> Sprinklers			
<b>Year of Addition</b>		<b>Lot Size Acres (1 Only)</b> <input type="checkbox"/> ¼+ To ½ Acre <input type="checkbox"/> 1+ To 2 Acres <input type="checkbox"/> ¾ Acre Or Less <input type="checkbox"/> 3+ To 4 Acres <input type="checkbox"/> 5+ To 10 Acres <input type="checkbox"/> ½+ To ¾ Acre <input type="checkbox"/> 10+ Acres <input type="checkbox"/> ¾ To 1 Acre			
<b>Maximum Ceiling Height</b>					
<b>Interior Ceiling Height</b>					
<b>Door Height (1 Only)</b> <input type="checkbox"/> Door Ht 0-8' <input type="checkbox"/> Door Ht 10-12' <input type="checkbox"/> Door Ht 12+ <input type="checkbox"/> Door Ht 8-10'		<b>Ceiling Height (Max 2)</b> <input type="checkbox"/> Acoustical <input type="checkbox"/> Exposed <input type="checkbox"/> Ceiling Height Varies <input type="checkbox"/> Insulated <input type="checkbox"/> Other Ceiling <input type="checkbox"/> Plastered <input type="checkbox"/> Sheet Rock <input type="checkbox"/> Suspended/Acoustical <input type="checkbox"/> Wood Panel			
		<b>Occupancy %</b>	<b># Meters (*Req if Style=Income)</b>	<b># Toilets</b>	<b># Tenants</b>
<b>Dock Height</b>			<b>Miles to Expressway</b>		
<b>Building Height (1 Only)</b> <input type="checkbox"/> 1 Story <input type="checkbox"/> 2 Stories		<input type="checkbox"/> 3-5 Stories <input type="checkbox"/> 6-9 Stories <input type="checkbox"/> Other Improvement Height	<input type="checkbox"/> 10-25 Stories <input type="checkbox"/> 26+ Stories		

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## Remarks

Remarks - 800 characters maximum (including spaces and punctuation)

Directions - 255 characters maximum (including spaces and punctuation)

Broker Remarks - 765 characters maximum (including spaces and punctuation)

Supplement Remarks - 10000 characters maximum (including spaces and punctuation)

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Additional Information					
Unit # 1	Unit Type (1 Only)(*Req if Style=Hotel)		<input type="checkbox"/> One Bedroom Unit(s)	<input type="checkbox"/> Two Bedroom Unit(s)	#Units(*Req if Style=Hotel)
	<input type="checkbox"/> Three Bedroom Unit(s)		<input type="checkbox"/> Four Bedroom Unit(s)	<input type="checkbox"/> Five Bedroom Unit(s)	# Baths
	<input type="checkbox"/> Convention(s)		<input type="checkbox"/> Efficiency(s)	<input type="checkbox"/> Hotel Room(s)	
	<input type="checkbox"/> Meeting Rooms		<input type="checkbox"/> Shops	<input type="checkbox"/> Suites	
Furnished		Rent A	Period (1 Only)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Yes				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
<input type="checkbox"/> No		Rent B	Period (1 Only)(*Req if Style=Hotel)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
Unit # 2	Unit Type (1 Only)(*Req if Style=Hotel)		<input type="checkbox"/> One Bedroom Unit(s)	<input type="checkbox"/> Two Bedroom Unit(s)	# Units(*Req if Style=Hotel)
	<input type="checkbox"/> Three Bedroom Unit(s)		<input type="checkbox"/> Four Bedroom Unit(s)	<input type="checkbox"/> Five Bedroom Unit(s)	# Baths
	<input type="checkbox"/> Convention(s)		<input type="checkbox"/> Efficiency(s)	<input type="checkbox"/> Hotel Room(s)	
	<input type="checkbox"/> Meeting Rooms		<input type="checkbox"/> Shops	<input type="checkbox"/> Suites	
Furnished		Rent A	Period (1 Only)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Yes				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
<input type="checkbox"/> No		Rent B	Period (1 Only)(*Req if Style=Hotel)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
Unit # 3	Unit Type (1 Only)(*Req if Style=Hotel)		<input type="checkbox"/> One Bedroom Unit(s)	<input type="checkbox"/> Two Bedroom Unit(s)	# Units(*Req if Style=Hotel)
	<input type="checkbox"/> Three Bedroom Unit(s)		<input type="checkbox"/> Four Bedroom Unit(s)	<input type="checkbox"/> Five Bedroom Unit(s)	# Baths
	<input type="checkbox"/> Convention(s)		<input type="checkbox"/> Efficiency(s)	<input type="checkbox"/> Hotel Room(s)	
	<input type="checkbox"/> Meeting Rooms		<input type="checkbox"/> Shops	<input type="checkbox"/> Suites	
Furnished		Rent A	Period (1 Only)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Yes				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
<input type="checkbox"/> No		Rent B	Period (1 Only)(*Req if Style=Hotel)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
Unit # 4	Unit Type (1 Only)(*Req if Style=Hotel)		<input type="checkbox"/> One Bedroom Unit(s)	<input type="checkbox"/> Two Bedroom Unit(s)	# Units(*Req if Style=Hotel)
	<input type="checkbox"/> Three Bedroom Unit(s)		<input type="checkbox"/> Four Bedroom Unit(s)	<input type="checkbox"/> Five Bedroom Unit(s)	# Baths
	<input type="checkbox"/> Convention(s)		<input type="checkbox"/> Efficiency(s)	<input type="checkbox"/> Hotel Room(s)	
	<input type="checkbox"/> Meeting Rooms		<input type="checkbox"/> Shops	<input type="checkbox"/> Suites	
Furnished		Rent A	Period (1 Only)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Yes				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
<input type="checkbox"/> No		Rent B	Period (1 Only) (*Req if Style=Hotel)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
Unit # 5	Unit Type (1 Only)(*Req if Style=Hotel)		<input type="checkbox"/> One Bedroom Unit(s)	<input type="checkbox"/> Two Bedroom Unit(s)	# Units(*Req if Style=Hotel)
	<input type="checkbox"/> Three Bedroom Unit(s)		<input type="checkbox"/> Four Bedroom Unit(s)	<input type="checkbox"/> Five Bedroom Unit(s)	# Baths
	<input type="checkbox"/> Convention(s)		<input type="checkbox"/> Efficiency(s)	<input type="checkbox"/> Hotel Room(s)	
	<input type="checkbox"/> Meeting Rooms		<input type="checkbox"/> Shops	<input type="checkbox"/> Suites	
Furnished		Rent A	Period (1 Only)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
<input type="checkbox"/> Yes				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter
<input type="checkbox"/> No		Rent B	Period (1 Only)(*Req if Style=Hotel)	<input type="checkbox"/> Annual	<input type="checkbox"/> Seasonal
				<input type="checkbox"/> Summer	<input type="checkbox"/> Winter

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Unit # 6	<b>Unit Type (1 Only) (*Req if Style=Hotel)</b> <input type="checkbox"/> One Bedroom Unit(s) <input type="checkbox"/> Two Bedroom Unit(s) <input type="checkbox"/> Three Bedroom Unit(s) <input type="checkbox"/> Four Bedroom Unit(s) <input type="checkbox"/> Five Bedroom Unit(s) <input type="checkbox"/> Convention(s) <input type="checkbox"/> Efficiency(s) <input type="checkbox"/> Hotel Room(s) <input type="checkbox"/> Meeting Rooms <input type="checkbox"/> Shops <input type="checkbox"/> Suites		# Units(*Req if Style=Hotel)
			# Baths
	<b>Furnished</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Rent A</b>  <b>Rent B</b>	<b>Period (1 Only)</b> <input type="checkbox"/> Annual <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer <input type="checkbox"/> Winter
	<b>Period (1 Only) (*Req if Style=Hotel)</b> <input type="checkbox"/> Annual <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer <input type="checkbox"/> Winter		
Unit # 7	<b>Unit Type (1 Only) (*Req if Style=Hotel)</b> <input type="checkbox"/> One Bedroom Unit(s) <input type="checkbox"/> Two Bedroom Unit(s) <input type="checkbox"/> Three Bedroom Unit(s) <input type="checkbox"/> Four Bedroom Unit(s) <input type="checkbox"/> Five Bedroom Unit(s) <input type="checkbox"/> Convention(s) <input type="checkbox"/> Efficiency(s) <input type="checkbox"/> Hotel Room(s) <input type="checkbox"/> Meeting Rooms <input type="checkbox"/> Shops <input type="checkbox"/> Suites		# Units(*Req if Style=Hotel)
			# Baths
	<b>Furnished</b> <input type="checkbox"/> Yes <input type="checkbox"/> No	<b>Rent A</b>  <b>Rent B</b>	<b>Period (1 Only)</b> <input type="checkbox"/> Annual <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer <input type="checkbox"/> Winter
	<b>Period (1 Only) (*Req if Style=Hotel)</b> <input type="checkbox"/> Annual <input type="checkbox"/> Seasonal <input type="checkbox"/> Summer <input type="checkbox"/> Winter		
<b>Tenant Pays (Max 6)</b> <input type="checkbox"/> A/C & Heating Maintenance <input type="checkbox"/> Inside Insurance <input type="checkbox"/> Real Estate Tax <input type="checkbox"/> Assessment Fees <input type="checkbox"/> Outside Insurance <input type="checkbox"/> Sales Tax <input type="checkbox"/> Exterior Electric <input type="checkbox"/> Janitorial <input type="checkbox"/> Sewer <input type="checkbox"/> Interior Electric <input type="checkbox"/> Lawn Care <input type="checkbox"/> Signs <input type="checkbox"/> Fire Liability Insurance <input type="checkbox"/> Management Fees <input type="checkbox"/> Trash Removal <input type="checkbox"/> Gas/Oil <input type="checkbox"/> Exterior Maintenance <input type="checkbox"/> Water <input type="checkbox"/> Grounds/Plants <input type="checkbox"/> Interior Maintenance <input type="checkbox"/> Water Treatment <input type="checkbox"/> Other Tenant Pays			
<b>Road Frontage (Max 2)</b> <input type="checkbox"/> City <input type="checkbox"/> County <input type="checkbox"/> Interstate <input type="checkbox"/> Private <input type="checkbox"/> State <input type="checkbox"/> U.S. Hwy			
<b>Rail Description (Max 2)</b> <input type="checkbox"/> Mainline <input type="checkbox"/> No Rail Service <input type="checkbox"/> Siding <input type="checkbox"/> Spur			
<b>CAM Includes (Max 6)</b> <input type="checkbox"/> A/C & Heating Maintenance <input type="checkbox"/> Assessment Fees <input type="checkbox"/> Exterior Electric <input type="checkbox"/> Interior Electric <input type="checkbox"/> Fire Liability Insurance <input type="checkbox"/> Gas/Oil <input type="checkbox"/> Grounds/Plants <input type="checkbox"/> Inside Insurance <input type="checkbox"/> Outside Insurance <input type="checkbox"/> Janitorial <input type="checkbox"/> Lawn Care <input type="checkbox"/> Management Fees <input type="checkbox"/> Exterior Maintenance <input type="checkbox"/> Interior Maintenance <input type="checkbox"/> None <input type="checkbox"/> Other Tenant Pays <input type="checkbox"/> Telephone <input type="checkbox"/> Real Estate Tax <input type="checkbox"/> Sales Tax <input type="checkbox"/> Sewer <input type="checkbox"/> Signs <input type="checkbox"/> Trash Removal <input type="checkbox"/> Water <input type="checkbox"/> Water Treatment			
CAM Amount		Reimbursement SqFt Amount	
<b>Information Available (Max 8)</b> <input type="checkbox"/> Additional Assessment <input type="checkbox"/> Books & Records <input type="checkbox"/> Aerial Photo(s) <input type="checkbox"/> Appraisal <input type="checkbox"/> Deed <input type="checkbox"/> Drawings <input type="checkbox"/> Bylaws And Documents <input type="checkbox"/> Contracts <input type="checkbox"/> Financial Statement <input type="checkbox"/> Full Apod <input type="checkbox"/> Environment Study <input type="checkbox"/> Equipment Inventory <input type="checkbox"/> Copy Of Lease(s) <input type="checkbox"/> Other Available Information <input type="checkbox"/> Investment Analysis <input type="checkbox"/> Inventory <input type="checkbox"/> Rent Rolls <input type="checkbox"/> Photos <input type="checkbox"/> Owner Managed <input type="checkbox"/> Personal Property Inventory <input type="checkbox"/> Stock Inventory <input type="checkbox"/> Existing Survey <input type="checkbox"/> Site Plans <input type="checkbox"/> Soil Test <input type="checkbox"/> Topography <input type="checkbox"/> Training Program <input type="checkbox"/> Tax Return <input type="checkbox"/> Title/Abstracts			

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Miscellaneous Information (Max 8)		<input type="checkbox"/> Exterior Lighting	<input type="checkbox"/> Kitchen Facilities	<input type="checkbox"/> Plumbed For Medical
<input type="checkbox"/> Airport Access	<input type="checkbox"/> Fenced Area	<input type="checkbox"/> Landscaped	<input type="checkbox"/> Lobby	<input type="checkbox"/> Private Restrooms
<input type="checkbox"/> Awning/Hurricane Covers	<input type="checkbox"/> Freight Elevator	<input type="checkbox"/> Meeting Rooms	<input type="checkbox"/> Manager On Premises	<input type="checkbox"/> Public Restrooms
<input type="checkbox"/> Balconies	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Child Play Area	<input type="checkbox"/> Fitness Center	<input type="checkbox"/> Rear Access
<input type="checkbox"/> Coffee Shop	<input type="checkbox"/> Handicap Accessible	<input type="checkbox"/> Janitorial Service		<input type="checkbox"/> Reception Area
<input type="checkbox"/> Elevator	<input type="checkbox"/> Inside Corridors			<input type="checkbox"/> Restaurant
<b>Utility Info</b>				
Heating Description (Max 4)	<input type="checkbox"/> Central Building A/C	<input type="checkbox"/> Central Individual A/C	<input type="checkbox"/> No Heat	
Water Description (Max 3)	<input type="checkbox"/> Other	<input type="checkbox"/> Public Water	<input type="checkbox"/> Well Water	
Cooling Description (Max 4)	<input type="checkbox"/> Central Individual A/C	<input type="checkbox"/> No Cooling	<input type="checkbox"/> Central Building A/C	
Sewer Description (Max 3)	<input type="checkbox"/> Public Sanitation	<input type="checkbox"/> Other Sewer	<input type="checkbox"/> Septic Tank	
<b>Financial/Office Information</b>				
Terms Considered (Max 4)	<input type="checkbox"/> Assumption	<input type="checkbox"/> Cash	<input type="checkbox"/> USDA	
<input type="checkbox"/> Cash Only	<input type="checkbox"/> Conventional/Refinance	<input type="checkbox"/> Cryptocurrency	<input type="checkbox"/> Exchange	
<input type="checkbox"/> Lease Option	<input type="checkbox"/> Lease Purchase	<input type="checkbox"/> Other Terms	<input type="checkbox"/> Owner Financing	
<input type="checkbox"/> Secondary Financing				
Loan Assumable (Y/N) <input type="checkbox"/> Yes <input type="checkbox"/> No	Total Assumable Loan	Tax Amount	Tax Year	
Total Assessed Value	Assessor's Market Value	Association Fee		
Total Mortgage		Assoc Fee Paid Per	<input type="checkbox"/> Monthly	<input type="checkbox"/> None
		<input type="checkbox"/> Quarterly	<input type="checkbox"/> Semi-Annually	<input type="checkbox"/> Yearly
Gross Scheduled Income	Gross Operating Income	Other Income Expense	Vacancy Rate	
Expense Amount	Net Operating Income	Inc/Exp Statement Period	Management Expense	
Trash Expense	Supplies Expense			
Utilities Expense	Insurance Expense	Maint. & Repair Exp.	Service Expense	
Real Estate Taxes	Miscellaneous Exp.	Total Expenses		
Source of Expenses (Max 4)	<input type="checkbox"/> Accountant Provided	<input type="checkbox"/> Other Source Of Expenses	<input type="checkbox"/> Owner Provided	
Possession Information (Max 3)	<input type="checkbox"/> Lease Back	<input type="checkbox"/> Before Closing	<input type="checkbox"/> Funding	<input type="checkbox"/> At Closing <input type="checkbox"/> Quick Closing
<input type="checkbox"/> Long Closing Preferred	<input type="checkbox"/> Negotiable	<input type="checkbox"/> Other	<input type="checkbox"/> Subject To Lease	<input type="checkbox"/> Post Closing
<b>Auction</b> (*All Fields Req If Auction=Yes)				
Auction?* <input type="checkbox"/> Yes <input type="checkbox"/> No	Non Published Reserve <input type="checkbox"/> Yes <input type="checkbox"/> No	Online <input type="checkbox"/> Yes <input type="checkbox"/> No	Pre-Auction <input type="checkbox"/> Yes <input type="checkbox"/> No	
Auction Date	Publish Reserve	Absolute <input type="checkbox"/> Yes <input type="checkbox"/> No	LP is the req'd dep to bid <input type="checkbox"/> Yes <input type="checkbox"/> No	
Post Period	Contact Name			
Live Date	Contact Phone			

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<b>Miscellaneous Information</b>		
Owners Name		
Owners Number	Any Broker Advertise <input type="checkbox"/> Yes <input type="checkbox"/> No	
Occupancy Information (1 Only)	<input type="checkbox"/> Call Listing Agent <input type="checkbox"/> Tenant Occupied	<input type="checkbox"/> Owner Occupied <input type="checkbox"/> Vacant
Showing Instructions (Max 3)	<input type="checkbox"/> Call Listing Office <input type="checkbox"/> Call List Agent For Owner Phone <input type="checkbox"/> Elect Lockbox-Call List Agent <input type="checkbox"/> Elect Lockbox-No Appointment <input type="checkbox"/> Elect Lockbox - Call Owner <input type="checkbox"/> Lockbox-Call List Agent	<input type="checkbox"/> Lockbox-No Appointment <input type="checkbox"/> No Sign <input type="checkbox"/> Notify Guard <input type="checkbox"/> Other Showing Instruction <input type="checkbox"/> Pet On Premises <input type="checkbox"/> Showing Time
<input type="checkbox"/> 24 Hour Notice <input type="checkbox"/> Alarm On <input type="checkbox"/> Appointment Only <input type="checkbox"/> See Broker Remarks <input type="checkbox"/> Call Listing Agent		
<b>Virtual Tour/Web Link/Photos Information</b>		
Agent/Office Web Address (URL)		
Virtual Tour, Unbranded		
Virtual Tour, Branded		

*\*\*See General Appendix for Additional Instructions and References.*