

Listing Number _____

Listing Information (* indicates required field)

*County: _____ *Tax ID: _____ Undisclosed or Not Applicable

*Street #: _____ Modifier: _____ Direction: _____ *Street Name: _____

*Suffix: Ally Court Highway Landing Place Run Terrace
 (1 entry allowed) Avenue Drive Junction Path Point Shore Trail
 Boulevard Extension Knoll Pass Road Square Way
 Circle Hill Lane Parkway Route Street

*Unit #: _____ *Village: _____ *Zip Code: _____ - _____

*Town: _____

Listing Page (* indicates required field)

*Property Subtypes: (Check one box for each subtype if applicable)

*Primary: Bed & Breakfast Cottage Colony Mixed Use Retail
 Business Only Hotel/Motel Office/Professional Warehouse
 Business w/ R.E. Industrial Other Residential w/Business
 Commercial

Secondary: Bed & Breakfast Cottage Colony Mixed Use Retail
 Business Only Hotel/Motel Office/Professional Warehouse
 Business w/ R.E. Industrial Other Residential w/Business
 Commercial

Other: Bed & Breakfast Cottage Colony Mixed Use Retail
 Business Only Hotel/Motel Office/Professional Warehouse
 Business w/ R.E. Industrial Other Residential w/Business
 Commercial

*Listing Type: Excl. Right to Sell Excl. Agency

*Listing Price: \$ _____

Owner Name: _____

*Office ID/Name: _____

*Agent ID/Name: _____

*Listing Date: ____/____/____

*Expiration Date: ____/____/____

*Sub Agent Commission: _____%

*Buyer Agent Commission: _____%

*Dual Agent Commission: _____%

*Dual Var Commission: Yes No

Comments: _____

*Facilitator Commission: _____%

*Commissions Other: _____

*Showing Instructions: (up to 8 entries allowed)

<input type="checkbox"/> Appointment Req.	<input type="checkbox"/> Call Listing Office
<input type="checkbox"/> Elec. Lockbox	<input type="checkbox"/> Go Direct
<input type="checkbox"/> Leave Card/Sign	<input type="checkbox"/> Lockbox
<input type="checkbox"/> Pet (See Remarks)	<input type="checkbox"/> Temp Unavailable
<input type="checkbox"/> Tenant	<input type="checkbox"/> Yard Sign

GENERAL PAGE (* indicates required field)

*Zoning: _____ School District: _____

*Number of Buildings: _____

*Number of Stories: _____

*Number of Units: _____

*Approx Sq Ft: _____

*Sq Ft Source (1 entry allowed)

<input type="checkbox"/> Appraisal	<input type="checkbox"/> Bldg Permit	<input type="checkbox"/> No Real Estate	<input type="checkbox"/> Unknown
<input type="checkbox"/> Assessors Records	<input type="checkbox"/> Bldg Plans	<input type="checkbox"/> Owner Est.	<input type="checkbox"/> Unit Plan
<input type="checkbox"/> Agent Estimate	<input type="checkbox"/> Field Card	<input type="checkbox"/> Tax Bill	

Seating Capacity: (1 entry allowed)

<input type="checkbox"/> 101 or More	<input type="checkbox"/> 26 to 50	<input type="checkbox"/> 76 to 100
<input type="checkbox"/> 25 or Less	<input type="checkbox"/> 51 to 75	

*Condo: Yes No

*Association (answer if Yes): Yes No Unknown

Membership Required (answer if Yes): Yes No Unknown

Monthly Assoc. Fee (answer if Yes): \$ _____

Fee Year (answer if Yes): _____

Assoc. Fee Includes (answer if Yes):

(up to 8 entries allowed)

<input type="checkbox"/> Basic Cable	<input type="checkbox"/> Dock	<input type="checkbox"/> Laundry	<input type="checkbox"/> Sauna
<input type="checkbox"/> Beach	<input type="checkbox"/> Elevator	<input type="checkbox"/> Lifeguard	<input type="checkbox"/> Security
<input type="checkbox"/> Child Play Area	<input type="checkbox"/> Exercise Room	<input type="checkbox"/> Pool	<input type="checkbox"/> Shuffle Board
<input type="checkbox"/> Clubhouse	<input type="checkbox"/> Extra Storage	<input type="checkbox"/> Putting Green	<input type="checkbox"/> Snow Removal
<input type="checkbox"/> Common Area	<input type="checkbox"/> Golf Course	<input type="checkbox"/> Road Mainten	<input type="checkbox"/> Tennis
<input type="checkbox"/> Community Room	<input type="checkbox"/> Landscaping	<input type="checkbox"/> Rubbish Rmvl	

*Year Built: _____

*Year Built Desc: (1 entry allowed)

<input type="checkbox"/> Actual	<input type="checkbox"/> Cer. Historic	<input type="checkbox"/> Renovated	<input type="checkbox"/> Under Construction
<input type="checkbox"/> Approximate	<input type="checkbox"/> New	<input type="checkbox"/> To Be Built	<input type="checkbox"/> Unknown/Mixed

*Business with Real Estate: Yes No

*Lot Size: _____ Acres Sq. Feet

*Lot Size Source: (1 entry allowed)

<input type="checkbox"/> Appraisal	<input type="checkbox"/> Deed	<input type="checkbox"/> No Real Estate	<input type="checkbox"/> Site Plan	<input type="checkbox"/> Tax Bill
<input type="checkbox"/> Agent Estimate	<input type="checkbox"/> Field Card	<input type="checkbox"/> Owner Est.	<input type="checkbox"/> Subdivision Plan	<input type="checkbox"/> Unknown
<input type="checkbox"/> Assessors Records	<input type="checkbox"/> Map Book	<input type="checkbox"/> Plot Plan		

Road Frontage: _____

Lot Depth: _____

Topography/Lot Description: (up to 8 entries allowed)

<input type="checkbox"/> Cleared	<input type="checkbox"/> Corner
<input type="checkbox"/> Fenced/Enclosed	<input type="checkbox"/> Fill Needed
<input type="checkbox"/> Gentle Slope	<input type="checkbox"/> Interior
<input type="checkbox"/> Level	<input type="checkbox"/> Marsh
<input type="checkbox"/> Pond	<input type="checkbox"/> Sloping
<input type="checkbox"/> Steep Slope	<input type="checkbox"/> Stream
<input type="checkbox"/> View	<input type="checkbox"/> Wooded



COMMERCIAL/ INDUSTRIAL/BUSINESS DATA ENTRY FORM

*Parking Spaces: _____

*Parking Description:
(up to 8 entries allowed)

- | | | |
|--|--|---|
| <input type="checkbox"/> Assigned Spaces | <input type="checkbox"/> Guest | <input type="checkbox"/> Paved Lot |
| <input type="checkbox"/> Common Lot | <input type="checkbox"/> Improved Driveway | <input type="checkbox"/> PayPark |
| <input type="checkbox"/> Dirt Lot | <input type="checkbox"/> No Parking | <input type="checkbox"/> Space Rental |
| <input type="checkbox"/> Garage Lot | <input type="checkbox"/> Other - Remarks | <input type="checkbox"/> Street/Public |
| <input type="checkbox"/> Gravel Lot | <input type="checkbox"/> Paved Driveway | <input type="checkbox"/> Unpaved Driveway |

*Waterfront: Yes No

Waterfront Desc. *(answer if yes):*
(up to 8 entries allowed)

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Bay | <input type="checkbox"/> Beach |
| <input type="checkbox"/> Bog | <input type="checkbox"/> Canal |
| <input type="checkbox"/> Creek | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Fresh | <input type="checkbox"/> Harbor |
| <input type="checkbox"/> Lake/Pond | <input type="checkbox"/> Marina |
| <input type="checkbox"/> Marsh | <input type="checkbox"/> Nantucket Sound |
| <input type="checkbox"/> Ocean | <input type="checkbox"/> Private |
| <input type="checkbox"/> Public | <input type="checkbox"/> River |
| <input type="checkbox"/> Salt | <input type="checkbox"/> Sound |

*Water View: Yes No

Waterview Desc. *(answer if yes):*
(up to 8 entries allowed)

- | | |
|------------------------------------|--|
| <input type="checkbox"/> Bay | <input type="checkbox"/> Beach |
| <input type="checkbox"/> Bog | <input type="checkbox"/> Canal |
| <input type="checkbox"/> Creek | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Harbor | <input type="checkbox"/> Fresh |
| <input type="checkbox"/> Lake/Pond | <input type="checkbox"/> Marina |
| <input type="checkbox"/> Marsh | <input type="checkbox"/> Nantucket Sound |
| <input type="checkbox"/> Ocean | <input type="checkbox"/> Private |
| <input type="checkbox"/> Public | <input type="checkbox"/> River |
| <input type="checkbox"/> Salt | <input type="checkbox"/> Sound |

Convenient To:

(up to 8 entries allowed)

- | | |
|---|--|
| <input type="checkbox"/> Bike Path | <input type="checkbox"/> Conservation Area |
| <input type="checkbox"/> Golf Course | <input type="checkbox"/> Horse Trail |
| <input type="checkbox"/> House of Worship | <input type="checkbox"/> In Town Location |
| <input type="checkbox"/> Major Highway | <input type="checkbox"/> Marina |
| <input type="checkbox"/> Medical Facility | <input type="checkbox"/> Public Tennis |
| <input type="checkbox"/> School | <input type="checkbox"/> Shopping |

*Miles To Beach: Beachfront 0 - .1 .1 - .3 .3 - .5 .5 - 1 1 to 2 2 Plus

Beach/Lake/Pond Name: _____



COMMERCIAL/
INDUSTRIAL/BUSINESS
DATA ENTRY FORM

Water Access:

(up to 8 entries allowed)

- | | |
|----------------------------------|--|
| <input type="checkbox"/> Bay | <input type="checkbox"/> Beach |
| <input type="checkbox"/> Bog | <input type="checkbox"/> Canal |
| <input type="checkbox"/> Creek | <input type="checkbox"/> Deep Water Access |
| <input type="checkbox"/> Harbor | <input type="checkbox"/> Lake/Pond |
| <input type="checkbox"/> Marina | <input type="checkbox"/> Marsh |
| <input type="checkbox"/> Mooring | <input type="checkbox"/> Nantucket Sound |
| <input type="checkbox"/> Ocean | <input type="checkbox"/> Private |
| <input type="checkbox"/> Public | <input type="checkbox"/> Ramp |
| <input type="checkbox"/> River | <input type="checkbox"/> Sound |

Beach Description:

(up to 8 entries allowed)

- | | |
|--|------------------------------------|
| <input type="checkbox"/> Bay | <input type="checkbox"/> Creek |
| <input type="checkbox"/> Harbor | <input type="checkbox"/> Lake/Pond |
| <input type="checkbox"/> None | <input type="checkbox"/> Ocean |
| <input type="checkbox"/> Other - See Remarks | <input type="checkbox"/> River |

***Beach Ownership:**

(up to 6 entries allowed)

- | | |
|--------------------------------------|--|
| <input type="checkbox"/> Association | <input type="checkbox"/> Deeded Rights |
| <input type="checkbox"/> None | <input type="checkbox"/> Other - See Remarks |
| <input type="checkbox"/> Private | <input type="checkbox"/> Public |

BUSINESS PAGE (* indicates required field)

Building Name: _____

Mall/Park Name: _____

Business Name: _____

***Business Operating:** Yes No

Years Established: _____

***Conforming Use:** Yes No

***Present Use:**

(Up to 8 entries allowed)

- | | | |
|--|--|---|
| <input type="checkbox"/> Antique Shop | <input type="checkbox"/> Light Industry | <input type="checkbox"/> Recreation Center |
| <input type="checkbox"/> Automotive | <input type="checkbox"/> Light Manufacturing | <input type="checkbox"/> Restaurant/Lounge |
| <input type="checkbox"/> Boat Yard | <input type="checkbox"/> Lodging/Hotel/Motel | <input type="checkbox"/> Strip Center |
| <input type="checkbox"/> Combination | <input type="checkbox"/> Marina | <input type="checkbox"/> Supervised Care Fac. |
| <input type="checkbox"/> Entrepreneur Spec. Shop | <input type="checkbox"/> Mixed Use | <input type="checkbox"/> Warehouse |
| <input type="checkbox"/> Food Services | <input type="checkbox"/> Other-Remarks | <input type="checkbox"/> Wholesale |
| <input type="checkbox"/> Gift Shop | <input type="checkbox"/> Other-Retail | |
| <input type="checkbox"/> Home Office | <input type="checkbox"/> Professional | |

Present Use Comments: _____

***Business Includes:**

(Up to 8 entries allowed)

- | | |
|--|---|
| <input type="checkbox"/> Business Name | <input type="checkbox"/> Corporation |
| <input type="checkbox"/> DBA-Sole Proprietor | <input type="checkbox"/> Equip. Inventory Available |
| <input type="checkbox"/> Equipment | <input type="checkbox"/> Goodwill |
| <input type="checkbox"/> None | <input type="checkbox"/> Other-See Remarks |
| <input type="checkbox"/> Owner Training | |

Business Includes Comments: _____

***Business Statement Available:** Yes No



COMMERCIAL/ INDUSTRIAL/ BUSINESS DATA ENTRY FORM

Option to Extend Lease: _____ Security/Damage Deposit: _____

- Lease Includes: (Up to 8 entries allowed)
Lease Includes:
[] Electric [] Gas
[] Heat [] Hot Water
[] Insurance [] Nothing
[] Other-Remarks [] Taxes
[] Water

Current Lease Detail: _____

INTERIOR PAGE (* indicates required field)

*Residential Unit(s): [] Yes [] No

Total # Residential Units (answer if Yes): _____

- Residence 1 - Occupancy (answer if Yes): [] Occupied [] Vacant
Residence 1 - Type (answer if Yes): [] Apartment [] Cottage [] House
Residence 1 - # of Type (answer if Yes): _____
Residence 1 - Rent (answer if Yes): \$ _____
Residence 1 - Lease Expires (answer if Yes): ____/____/____
Residence 1 - Lease Expires Comments (answer if Yes): _____

Residence 1 - Approx Sq Ft (answer if Yes): _____

- Residence 1 - Features (answer if Yes): [] 1 Bath [] 2+ Baths [] Elec. 110V [] Separate Utils
[] 1 BR [] 2+ BR [] Elec. 220V [] Shared Utils
[] 2 Baths [] Elec. 100-150A [] Elec. 200A [] Studio
[] 2 BR [] Elec. under 100A [] Seasonal [] Year Round

- Residence 2 - Occupancy (answer if Yes): [] Occupied [] Vacant
Residence 2 - Type (answer if Yes): [] Apartment [] Cottage [] House
Residence 2 - # of Type (answer if Yes): _____
Residence 2 - Rent (answer if Yes): \$ _____
Residence 2 - Lease Expires (answer if Yes): ____/____/____
Residence 2 - Lease Expires Comments (answer if Yes): _____

Residence 2 - Approx Sq Ft (answer if Yes): _____

- Residence 2 - Features (answer if Yes): [] 1 Bath [] 2+ Baths [] Elec. 110V [] Separate Utils
[] 1 BR [] 2+ BR [] Elec. 220V [] Shared Utils
[] 2 Baths [] Elec. 100-150A [] Elec. 200A [] Studio
[] 2 BR [] Elec. under 100A [] Seasonal [] Year Round



**COMMERCIAL/
INDUSTRIAL/BUSINESS
DATA ENTRY FORM**

Residence 3 - Occupancy (answer if Yes): Occupied Vacant
 Residence 3 - Type (answer if Yes): Apartment Cottage House
 Residence 3 - # of Type (answer if Yes): _____
 Residence 3 - Rent (answer if Yes): \$ _____
 Residence 3 - Lease Expires (answer if Yes): ____/____/____
 Residence 3 - Lease Expires Comments (answer if Yes): _____

Residence 3 - Approx Sq Ft (answer if Yes): _____
 Residence 3 - Features (answer if Yes): 1 Bath 2+ Baths Elec. 110V Separate Utils
 (Up to 8 entries allowed) 1 BR 2+ BR Elec. 220V Shared Utils
 2 Baths Elec. 100-150A Elec. 200A Studio
 2 BR Elec. under 100A Seasonal Year Round

Residence 4 - Occupancy (answer if Yes): Occupied Vacant
 Residence 4 - Type (answer if Yes): Apartment Cottage House
 Residence 4 - # of Type (answer if Yes): _____
 Residence 4 - Rent (answer if Yes): \$ _____
 Residence 4 - Lease Expires (answer if Yes): ____/____/____
 Residence 4 - Lease Expires Comments (answer if Yes): _____

Residence 4 - Approx Sq Ft (answer if Yes): _____
 Residence 4 - Features (answer if Yes): 1 Bath 2+ Baths Elec. 110V Separate Utils
 (Up to 8 entries allowed) 1 BR 2+ BR Elec. 220V Shared Utils
 2 Baths Elec. 100-150A Elec. 200A Studio
 2 BR Elec. under 100A Seasonal Year Round

*Commercial Unit(s): Yes No
 Total # Commercial Units (answer if Yes): _____

Commercial 1 - Occupancy (answer if Yes): Occupied Vacant
 Commercial 1 - Type (answer if Yes): Office Professional Retail
 Commercial 1 - # of Type (answer if Yes): _____
 Commercial 1 - Rent (answer if Yes): \$ _____
 Commercial 1 - Lease Expires (answer if Yes): ____/____/____
 Commercial 1 - Lease Expires Comments (answer if Yes): _____

Commercial 1 - Approx Sq Ft (answer if Yes): _____



COMMERCIAL/
INDUSTRIAL/BUSINESS
DATA ENTRY FORM

Commercial 1 - Features (answer if Yes):
(Up to 8 entries allowed)

- ADA Accessible, Elec-100-150A, Elec-3 Phase Wired, Elec-under 100 Amps, Elec-110 Volts, Elec-220 Volts, Elec-200 Amps, Fire Alarm, Florescent Lights, Freight Elevators, Highway Access, Incandescent Light, Loading Docks, Other-See Remarks, Overhead Door Openr, Passenger Elevator, Seasonal, Security Sys., Separate Utils, Shared Utils, Sidewalk, Sprinkler Sys., Sump Pump, Year Round

Commercial 2 - Occupancy (answer if Yes): Occupied Vacant

Commercial 2 - Type (answer if Yes): Office Professional Retail

Commercial 2 - # of Type (answer if Yes): _____

Commercial 2 - Rent (answer if Yes): \$ _____

Commercial 2 - Lease Expires (answer if Yes): ____/____/____

Commercial 2 - Lease Expires Comments (answer if Yes): _____

Commercial 2 - Approx Sq Ft (answer if Yes): _____

- Commercial 2 - Features (answer if Yes): (Up to 8 entries allowed) ADA Accessible, Elec-100-150A, Elec-3 Phase Wired, Elec-under 100 Amps, Elec-110 Volts, Elec-220 Volts, Elec-200 Amps, Fire Alarm, Florescent Lights, Freight Elevators, Highway Access, Incandescent Light, Loading Docks, Other-See Remarks, Overhead Door Openr, Passenger Elevator, Seasonal, Security Sys., Separate Utils, Shared Utils, Sidewalk, Sprinkler Sys., Sump Pump, Year Round

Commercial 3 - Occupancy (answer if Yes): Occupied Vacant

Commercial 3 - Type (answer if Yes): Office Professional Retail

Commercial 3 - # of Type (answer if Yes): _____

Commercial 3 - Rent (answer if Yes): \$ _____

Commercial 3 - Lease Expires (answer if Yes): ____/____/____

Commercial 3 - Lease Expires Comments (answer if Yes): _____

Commercial 3 - Approx Sq Ft (answer if Yes): _____

- Commercial 3 - Features (answer if Yes): (Up to 8 entries allowed) ADA Accessible, Elec-100-150A, Elec-3 Phase Wired, Elec-under 100 Amps, Elec-110 Volts, Elec-220 Volts, Elec-200 Amps, Fire Alarm, Florescent Lights, Freight Elevators, Highway Access, Incandescent Light, Loading Docks, Other-See Remarks, Overhead Door Openr, Passenger Elevator, Seasonal, Security Sys., Separate Utils, Shared Utils, Sidewalk, Sprinkler Sys., Sump Pump, Year Round

Commercial 4 - Occupancy (answer if Yes): Occupied Vacant
 Commercial 4 - Type (answer if Yes): Office Professional Retail
 Commercial 4 - # of Type (answer if Yes): _____
 Commercial 4 - Rent (answer if Yes): \$ _____
 Commercial 4 - Lease Expires (answer if Yes): ____/____/____
 Commercial 4 - Lease Expires Comments (answer if Yes): _____

Commercial 4 - Approx Sq Ft (answer if Yes): _____
 Commercial 4 - Features (answer if Yes): ADA Accessible Florescent Lights Seasonal
 (Up to 8 entries allowed) Elec-100-150A Freight Elevators Security Sys.
 Elec-3 Phase Wired Highway Access Separate Utils
 Elec-under 100 Amps Incandescent Light Shared Utils
 Elec-110 Volts Loading Docks Sidewalk
 Elec-220 Volts Other-See Remarks Sprinkler Sys.
 Elec-200 Amps Overhead Door Openr Sump Pump
 Fire Alarm Passenger Elevator Year Round

*Industrial Unit(s) : Yes No
 Total # Industrial Units (answer if Yes): _____

Industrial 1 - Occupancy (answer if Yes): Occupied Vacant
 Industrial 1 - Type (answer if Yes): Industrial Manufacturing Warehouse
 Industrial 1 - # of Type (answer if Yes): _____
 Industrial 1 - Ceiling Hth. (answer if Yes): _____
 Industrial 1 - Lease Expires (answer if Yes): ____/____/____
 Industrial 1 - Lease Expires Comments (answer if Yes): _____

Industrial 1 - Approx Sq Ft (answer if Yes): _____
 Industrial 1 - \$ per Sq Ft (answer if Yes): \$ _____
 Industrial 1 - Features (answer if Yes): ADA Accessible Florescent Lights Security Sys.
 (Up to 8 entries allowed) Bay Freight Elevators Separate Utils
 Elec-100-150A Highway Access Shared Utils
 Elec-3 Phase Wired Incandescent Light Sidewalk
 Elec-under 100 Amps Loading Docks Sprinkler Sys.
 Elec-110 Volts Other-See Remarks Sump Pump
 Elec-220 Volts Overhead Door Openr Weight Bearing
 Elec-200 Amps Passenger Elevator Year Round
 Fire Alarm Seasonal

Industrial 2 - Occupancy (answer if Yes): Occupied Vacant
 Industrial 2 - Type (answer if Yes): Industrial Manufacturing Warehouse
 Industrial 2 - # of Type (answer if Yes): _____
 Industrial 2 - Ceiling Hth. (answer if Yes): _____

Industrial 2 - Lease Expires (answer if Yes): ____/____/____

Industrial 2 - Lease Expires Comments (answer if Yes): _____

Industrial 2 - Approx Sq Ft (answer if Yes): _____

Industrial 2 - \$ per Sq Ft (answer if Yes): \$ _____

- Industrial 2 - Features (answer if Yes):
(Up to 8 entries allowed)
- | | | |
|--|---|---|
| <input type="checkbox"/> ADA Accessible | <input type="checkbox"/> Florescent Lights | <input type="checkbox"/> Security Sys. |
| <input type="checkbox"/> Bay | <input type="checkbox"/> Freight Elevators | <input type="checkbox"/> Separate Utils |
| <input type="checkbox"/> Elec-100-150A | <input type="checkbox"/> Highway Access | <input type="checkbox"/> Shared Utils |
| <input type="checkbox"/> Elec-3 Phase Wired | <input type="checkbox"/> Incandescent Light | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Elec-under 100 Amps | <input type="checkbox"/> Loading Docks | <input type="checkbox"/> Sprinkler Sys. |
| <input type="checkbox"/> Elec-110 Volts | <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> Sump Pump |
| <input type="checkbox"/> Elec-220 Volts | <input type="checkbox"/> Overhead Door Open | <input type="checkbox"/> Weight Bearing |
| <input type="checkbox"/> Elec-200 A mps | <input type="checkbox"/> Passenger Elevator | <input type="checkbox"/> Year Round |
| <input type="checkbox"/> Fire Alarm | <input type="checkbox"/> Seasonal | |

- Industrial 3 - Occupancy (answer if Yes): Occupied Vacant
- Industrial 3 - Type (answer if Yes): Industrial Manufacturing Warehouse

Industrial 3 - # of Type (answer if Yes): _____

Industrial 3 - Ceiling Hth. (answer if Yes): _____

Industrial 3 - Lease Expires (answer if Yes): ____/____/____

Industrial 3 - Lease Expires Comments (answer if Yes): _____

Industrial 3 - Approx Sq Ft (answer if Yes): _____

Industrial 3 - \$ per Sq Ft (answer if Yes): \$ _____

- Industrial 3 - Features (answer if Yes):
(Up to 8 entries allowed)
- | | | |
|--|---|---|
| <input type="checkbox"/> ADA Accessible | <input type="checkbox"/> Florescent Lights | <input type="checkbox"/> Security Sys. |
| <input type="checkbox"/> Bay | <input type="checkbox"/> Freight Elevators | <input type="checkbox"/> Separate Utils |
| <input type="checkbox"/> Elec-100-150A | <input type="checkbox"/> Highway Access | <input type="checkbox"/> Shared Utils |
| <input type="checkbox"/> Elec-3 Phase Wired | <input type="checkbox"/> Incandescent Light | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Elec-under 100 Amps | <input type="checkbox"/> Loading Docks | <input type="checkbox"/> Sprinkler Sys. |
| <input type="checkbox"/> Elec-110 Volts | <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> Sump Pump |
| <input type="checkbox"/> Elec-220 Volts | <input type="checkbox"/> Overhead Door Open | <input type="checkbox"/> Weight Bearing |
| <input type="checkbox"/> Elec-200 A mps | <input type="checkbox"/> Passenger Elevator | <input type="checkbox"/> Year Round |
| <input type="checkbox"/> Fire Alarm | <input type="checkbox"/> Seasonal | |

- Industrial 4 - Occupancy (answer if Yes): Occupied Vacant
- Industrial 4 - Type (answer if Yes): Industrial Manufacturing Warehouse

Industrial 4 - # of Type (answer if Yes): _____

Industrial 4 - Ceiling Hth. (answer if Yes): _____

Industrial 4 - Lease Expires (answer if Yes): ____/____/____

Industrial 4 - Lease Expires Comments (answer if Yes): _____

Industrial 4 - Approx Sq Ft (answer if Yes): _____

Industrial 4 - \$ per Sq Ft (answer if Yes): \$ _____

Industrial 4 - Features *(answer if Yes):*
(Up to 8 entries allowed)

- | | | |
|--|--|---|
| <input type="checkbox"/> ADA Accessible | <input type="checkbox"/> Florescent Lights | <input type="checkbox"/> Security Sys. |
| <input type="checkbox"/> Bay | <input type="checkbox"/> Freight Elevators | <input type="checkbox"/> Separate Utils |
| <input type="checkbox"/> Elec-100-150A | <input type="checkbox"/> Highway Access | <input type="checkbox"/> Shared Utils |
| <input type="checkbox"/> Elec-3 Phase Wired | <input type="checkbox"/> Incandescent Light | <input type="checkbox"/> Sidewalk |
| <input type="checkbox"/> Elec-under 100 Amps | <input type="checkbox"/> Loading Docks | <input type="checkbox"/> Sprinkler Sys. |
| <input type="checkbox"/> Elec-110 Volts | <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> Sump Pump |
| <input type="checkbox"/> Elec-220 Volts | <input type="checkbox"/> Overhead Door Openr | <input type="checkbox"/> Weight Bearing |
| <input type="checkbox"/> Elec-200 Amps | <input type="checkbox"/> Passenger Elevator | <input type="checkbox"/> Year Round |
| <input type="checkbox"/> Fire Alarm | <input type="checkbox"/> Seasonal | |

***Flooring:**

(up to 8 entries allowed)

- | | |
|---|--|
| <input type="checkbox"/> Concrete Slab | <input type="checkbox"/> Dirt |
| <input type="checkbox"/> Hardwood | <input type="checkbox"/> Heavy Duty |
| <input type="checkbox"/> Marble | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Other-Remarks | <input type="checkbox"/> Parquet |
| <input type="checkbox"/> Partial Carpet | <input type="checkbox"/> Tile |
| <input type="checkbox"/> Vinyl | <input type="checkbox"/> Wall-to-Wall Carpet |
| <input type="checkbox"/> Wood | |

***Walls:**

(up to 8 entries allowed)

- | | |
|---|-------------------------------------|
| <input type="checkbox"/> Concrete Block | <input type="checkbox"/> Plaster |
| <input type="checkbox"/> Metal | <input type="checkbox"/> Sheet Rock |
| <input type="checkbox"/> Other-Remarks | <input type="checkbox"/> Unfinished |
| <input type="checkbox"/> Paneled | <input type="checkbox"/> Wood |

***Foundation:**

(up to 8 entries allowed)

- | | |
|--------------------------------------|----------------------------------|
| <input type="checkbox"/> Block | <input type="checkbox"/> Piers |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Pilings |
| <input type="checkbox"/> Concrete | <input type="checkbox"/> Poured |
| <input type="checkbox"/> Crawl Space | <input type="checkbox"/> Rubble |
| <input type="checkbox"/> None | <input type="checkbox"/> Slab |
| <input type="checkbox"/> Other | <input type="checkbox"/> Stone |

Basement:

(Up to 8 entries allowed)

- | | |
|--|--|
| <input type="checkbox"/> Bulkhead Access | <input type="checkbox"/> Cape Cod |
| <input type="checkbox"/> Dirt | <input type="checkbox"/> Finished |
| <input type="checkbox"/> Full | <input type="checkbox"/> Garage Access |
| <input type="checkbox"/> Interior Access | <input type="checkbox"/> Locked Storage |
| <input type="checkbox"/> No Basement | <input type="checkbox"/> Other - See Remarks |
| <input type="checkbox"/> Partial | <input type="checkbox"/> Tenant Access |
| <input type="checkbox"/> Tenant Storage | <input type="checkbox"/> Walk Out |

***Building Construction:**

(up to 8 entries allowed)

- | | |
|---|--|
| <input type="checkbox"/> All Block | <input type="checkbox"/> Pour Concrete |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Pre-Cast Concrete |
| <input type="checkbox"/> Concrete Block | <input type="checkbox"/> Stone |
| <input type="checkbox"/> Metal Fabric. | <input type="checkbox"/> Wood Frame |
| <input type="checkbox"/> Other-Remarks | |

EXTERIOR PAGE (* indicates required field)

- *Exterior Features:** (up to 8 entries allowed)
- | | | | |
|---|--|--|---------------------------------------|
| <input type="checkbox"/> Boat Deck | <input type="checkbox"/> Florescent Lights | <input type="checkbox"/> None | <input type="checkbox"/> Shelving |
| <input type="checkbox"/> Curb Cuts | <input type="checkbox"/> Gas Pump(s) | <input type="checkbox"/> Other - Remarks | <input type="checkbox"/> Sign |
| <input type="checkbox"/> Display Window | <input type="checkbox"/> Grade Loading | <input type="checkbox"/> Out Storage | <input type="checkbox"/> Spot Light |
| <input type="checkbox"/> Dock Height Window | <input type="checkbox"/> Halide Lights | <input type="checkbox"/> Outdoor Shower | <input type="checkbox"/> Truck Scales |
| <input type="checkbox"/> Fenced | <input type="checkbox"/> Handicap Access | <input type="checkbox"/> Rear Entrance | <input type="checkbox"/> Yard |
| <input type="checkbox"/> Fire Escape | <input type="checkbox"/> Mercury Lights | | |

- *Roof Description:** (up to 8 entries allowed)
- | | |
|--|--------------------------------------|
| <input type="checkbox"/> Roof Walk | <input type="checkbox"/> Aluminum |
| <input type="checkbox"/> Metal | <input type="checkbox"/> Asbestos |
| <input type="checkbox"/> Other-See Remarks | <input type="checkbox"/> Asphalt |
| <input type="checkbox"/> Pitched | <input type="checkbox"/> Built-Up |
| <input type="checkbox"/> Rock | <input type="checkbox"/> Composition |
| <input type="checkbox"/> Slate | <input type="checkbox"/> Concrete |
| <input type="checkbox"/> Tar/Gravel | <input type="checkbox"/> Flat |
| <input type="checkbox"/> Tile | <input type="checkbox"/> Membrane |
| <input type="checkbox"/> Wood Shingle | |

- *Siding Description:** (up to 8 entries allowed)
- | | |
|--|--|
| <input type="checkbox"/> Barnboard | <input type="checkbox"/> Pour Concrete |
| <input type="checkbox"/> Block | <input type="checkbox"/> Shingle |
| <input type="checkbox"/> Brick | <input type="checkbox"/> Steel |
| <input type="checkbox"/> Clapboard | <input type="checkbox"/> Stone |
| <input type="checkbox"/> Frame | <input type="checkbox"/> Stucco |
| <input type="checkbox"/> Log | <input type="checkbox"/> Verticle Siding |
| <input type="checkbox"/> Other - See Remarks | <input type="checkbox"/> Vinyl/Aluminium |

- *Heating/Cooling:** (up to 8 entries allowed)
- | | | | |
|---------------------------------------|--|---|---------------------------------------|
| <input type="checkbox"/> 2 Zone Heat | <input type="checkbox"/> Extra Flue | <input type="checkbox"/> Hot Water | <input type="checkbox"/> Solar Energy |
| <input type="checkbox"/> 3+ Zone Heat | <input type="checkbox"/> Floor Furnace | <input type="checkbox"/> Hydro-air | <input type="checkbox"/> Space Heater |
| <input type="checkbox"/> AC Central | <input type="checkbox"/> Furnace | <input type="checkbox"/> Natural Gas | <input type="checkbox"/> Steam |
| <input type="checkbox"/> AC Other | <input type="checkbox"/> Gravity | <input type="checkbox"/> Oil | <input type="checkbox"/> Unheated |
| <input type="checkbox"/> Assisted | <input type="checkbox"/> Heat Pump | <input type="checkbox"/> Propane Gas | <input type="checkbox"/> Wood Stove |
| <input type="checkbox"/> Electric | <input type="checkbox"/> Hot Air | <input type="checkbox"/> Radiant Electric | |

- *Hot Water/Water Heater:** (up to 8 entries allowed)
- | | |
|---|--|
| <input type="checkbox"/> Electric | <input type="checkbox"/> Leased Heater |
| <input type="checkbox"/> Natural Gas | <input type="checkbox"/> None |
| <input type="checkbox"/> Not Applicable | <input type="checkbox"/> Oil |
| <input type="checkbox"/> Other | <input type="checkbox"/> Propane Gas |
| <input type="checkbox"/> Separate | <input type="checkbox"/> Solar |
| <input type="checkbox"/> Tank | <input type="checkbox"/> Tankless |

- *Water:** (1 entry allowed)
- | | | | |
|--|--|-------------------------------------|--|
| <input type="checkbox"/> None | <input type="checkbox"/> On Site Well | <input type="checkbox"/> Other | <input type="checkbox"/> Private Water on Site |
| <input type="checkbox"/> Private Water at Street | <input type="checkbox"/> Shared Well Prop. | <input type="checkbox"/> Town Water | <input type="checkbox"/> Well Needed |

- Sewer:** (1 entry allowed)
- | | | | | |
|--|---------------------------------------|---------------------------------|---------------------------------------|---|
| <input type="checkbox"/> Above Ground Septic | <input type="checkbox"/> Cesspool | <input type="checkbox"/> None | <input type="checkbox"/> Other | <input type="checkbox"/> Private Sewer Proposed |
| <input type="checkbox"/> Private Sewer | <input type="checkbox"/> Public Sewer | <input type="checkbox"/> Septic | <input type="checkbox"/> Shared Sewer | |

INVESTMENT PROPERTY (* indicates required field)

Annual Potential Rent: \$ _____
 Vacancy Allowance: \$ _____
 Effective Annual Rent: \$ _____
 Other Income 1: \$ _____
 Other Income 2: \$ _____
 Gross Operation Income: \$ _____
 Total Annual Owner Expense: \$ _____
 Net Operating Income: \$ _____
 Personal Property Taxes: \$ _____
 Building Insurance: \$ _____
 Management Services: \$ _____
 Maintenance Expense: \$ _____
 Electric Expense: \$ _____
 Gas Expense: \$ _____
 Water/Sewer Expense: \$ _____
 Trash Expense: \$ _____
 Other Expense: \$ _____

Tenant Pays:

(up to 12 entries allowed)

- | | |
|---|---|
| <input type="checkbox"/> Common Area Maint. | <input type="checkbox"/> Electric |
| <input type="checkbox"/> Exterior Maintenance | <input type="checkbox"/> Gas |
| <input type="checkbox"/> Interior Maintenance | <input type="checkbox"/> Janitorial Service |
| <input type="checkbox"/> Lawn Care | <input type="checkbox"/> None |
| <input type="checkbox"/> Other | <input type="checkbox"/> Real Estate Taxes |
| <input type="checkbox"/> Snow Removal | <input type="checkbox"/> Trash |
| <input type="checkbox"/> Water | |

Tenant Pays Comments: _____

*Financing Available: Yes No

Financing Type (answer if Yes): Bank Other Owner

Financing Comments (answer if Yes): _____



**COMMERCIAL/
INDUSTRIAL/BUSINESS
DATA ENTRY FORM**

LEGAL/TAX PAGE (* indicates required field)

*Annual Tax: \$ _____

*Tax Year: _____

*Land Assessments: \$ _____

*Improved Assessments: \$ _____

Other Assessments \$ _____

Total Assessments: \$ _____

Annual Betterment: \$ _____

Unpaid Betterment: \$ _____

*To be Assessed: Yes No Unknown

Special Assessment Pending: Yes No Unknown

List of Mass Use Codes

101-Single Family	311-Bottled/Propane	355-Funeral Homes	404-R&D Facilities	716-Tillable Forage
102-Condominium	313-Lumber Yards	356-Misc Public Serv	410-Sand and Gravel	717-Xmas Trees/Woodl
103-Mobile Home	315-Piers/Wharves/Do	360-Museums	412-Rock	718-Pasture
104-Two Family	316-Other Storage/Wa	361-Art Galleries	413-Other	719-Nurseries
105-Three-Family	317-Farm Buildings	362-Motion Picture t	420-Tanks	720-Necessary Relate
106-Accessory Land w	318-Commercial Green	364-Legitimate Theat	421-Tanks, Lng	722-Wetland, Scrub,
109-Mult Houses on P	319-Warehouse Condos	366-Arenas and Field	422-Electric Generat	801-Hiking
111-Four to Eight Un	321-Facl Providing B	368-Fairgrounds/Amus	423-Electric Trans R	802-Overnight Campin
112-More Than Eight	322-Discount/Dept St	369-Other Cultural P	424-Electric Reg Sub	803-Nature Study
121-Rooming&Boardi	323-Shopping Centers	370-Bowling	425-Gas Production P	804-Boating
123-Resid Halls/Dorm	324-Supermarkts 1000	371-Ice Skating	426-Gas Pipeline Rt-	805-Golfing
124-Rectories/Cnvnts	325-Retail/Svc (1000	373-Swimming Pools	427-Natural/Manuf Ga	806-Horseback Riding
13-Mult Use, Primar	326-Eating/Drinking	374-Health Spas	428-Gas Pressre Ctrl	807-Hunting
130-Developable Land	327-Retail Condo	375-Tennis/Racketbal	430-Telephone Exchng	808-Fishing
131-Potentially Deve	330-Auto-Sales/Servi	376-Gymnasium/Athlet	431-Telephone Relay	811-Swimming
132-Undevelopable La	331-Auto Supplies Sa	380-Golf Courses	432-Cable TV Trans.	812-Picnicing
201-Residential Open	332-Auto Repair Faci	381-Tennis Courts	433-Radio-TV Trans F	813-Public Non-Comm
202-Res Underwater L	333-Fuel Service Are	382-Riding Stables	440-Developable Land	814-Target Shooting
21-Mult Use, Prim O	334-Gasoline Sale/Sv	383-Beaches/Swiming	441-Potentially Deve	900-United States Go
210-Non-productive A	335-Car Wash Facilit	384-Marinas	442-Undevelopable La	901-Commonwealth of
211-Non-Prod Vacant	336-Parking Garages	385-Fish & Game Club	501-Indv/Ptnrsp/Asso	902-Counties
220-Commercial Vacan	337-Parking Lots	386-Camping Faciliti	502-Corp in Sect 30	903-Municipalities
221-Com Underwater L	338-Other Auto Sales	387-Summer Camps	503-CH 63 Sect 38C &	904-Colleges/Schools
230-Industrial Vacan	339-Auto Service Con	388-Other Outdoor Re	504-Public Utilities	905-Charitable Organ
231-Ind Underwater L	340-General Office B	389-Chapter 61B Rec	505-Utilities Valuat	906-Churches
300-Hotels	341-Bank Buildings	390-Developable Land	506-CH 59 Sect 38A	907-121A Corporation
301-Motels	342-Medical Office B	391-Potentially Deve	601-Land Undr 10 yr	908-Housing Authorit
302-Inns/Resorts/Tou	343-Office Condo	392-Undevelopable La	602-Land undr 5 yr m	Other
303-Motel Condos	350-Postal Services	393-Agric not in Cha	710-Cranberry Bog	
304-Nursing Homes	351-Educational Prop	400-Manufacturing Op	712-Truck Crops - Ve	
305-Private Hospital	352-Day Care Centers	401-Warehses for Man	713-Fields Crops-Hay	
31-Mult Use, Primar	353-Fraternal Organi	402-Office Building	714-Orchards - Pears	
310-Fuel/Oil Tanks	354-Bus Transport Fa	403-Land- Manuf Ops	715-Grape Vineyards	

*Mass Use Code: _____

Plan: _____

*Title Reference Book: _____

*Title Reference Page: _____

*Land Court Cert #: _____



**COMMERCIAL/
INDUSTRIAL/BUSINESS
DATA ENTRY FORM**

- *Underground Fuel Tank: Yes No Unknown
 *Lead Paint: Yes Certified Treated No Unknown
 Asbestos: Yes No Unknown

- License/Registration: All Alcohol-Seasonal Franchise Occupied Restricted
(8 entries allowed) All Alcohol-Year Round Fuel Storage Other
 Beer/Wine-Seasonal Inn Keepers Seasonal Restricted
 Beer/Wine-Year Round Junk Dealer Town Restricted
 Car Dealership Not Applicable Village Restricted
 Common Victualer

License/Reg Comments: _____

- *Floodzone: 250 Year Flood 500 Year Flood
(up to 6 entries allowed) A-Still Water Hit Not in Flood Zone
 Not Applicable Unknown
 v-Velocity Zone