# COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

## PROPERT OVERVIEW

<table>
<thead>
<tr>
<th>Property Type*</th>
<th>Ownership Type</th>
</tr>
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<tbody>
<tr>
<td>☐ Five or More Units</td>
<td>☐ Corporation</td>
</tr>
<tr>
<td></td>
<td>☐ Corporation – Subchapter S</td>
</tr>
<tr>
<td></td>
<td>☐ Franchise</td>
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<tr>
<td></td>
<td>☐ Individual</td>
</tr>
<tr>
<td></td>
<td>☐ Joint Venture</td>
</tr>
<tr>
<td></td>
<td>☐ Limited Partnership</td>
</tr>
<tr>
<td></td>
<td>☐ Other Business Ownership</td>
</tr>
<tr>
<td></td>
<td>☐ Partnership</td>
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<tr>
<td></td>
<td>☐ Sole Proprietor</td>
</tr>
<tr>
<td></td>
<td>☐ Trust</td>
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<table>
<thead>
<tr>
<th>Full Address*</th>
<th>County*</th>
<th>APN #*</th>
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<table>
<thead>
<tr>
<th>City*</th>
<th>State*</th>
<th>Zip*</th>
<th>Building SqFt*</th>
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<table>
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<th>Year Built*</th>
<th>Zoning*</th>
<th>Lot SqFt*</th>
<th>Lot Acres*</th>
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<table>
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<tr>
<th>MLS Area # or Code*</th>
<th>Land Use</th>
<th># of Stories</th>
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<table>
<thead>
<tr>
<th>Elementary School District*</th>
<th>Elementary School Name</th>
<th>Middle School Name</th>
<th>High School District*</th>
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<tr>
<td></td>
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<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>High School Name</th>
<th>Is property within City Limits?*</th>
<th>Is property in an incorporated area?*</th>
<th>Cross Street</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Yes</td>
<td>☐ Yes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>☐ No</td>
<td>☐ No</td>
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Directions (up to 255 Characters)

## LISTING DETAILS

<table>
<thead>
<tr>
<th>Listing Status*</th>
<th>City Transfer Tax?*</th>
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<tbody>
<tr>
<td>☐ Active</td>
<td>☐ Yes</td>
</tr>
<tr>
<td>☐ Coming Soon</td>
<td>☐ No</td>
</tr>
<tr>
<td>☐ Comp Only</td>
<td>☐ None</td>
</tr>
</tbody>
</table>

If Active, List Date* | Expiration Date* | List Price* |
|----------------------|------------------|-------------|

If Coming Soon, Pre-Market Date | Pre-Market Price | If Comp Only, COE Date |
|---------------------------------|------------------|------------------------|

Sale Price | # of Offers | Buyer Financing* |
|-----------|------------|------------------|

Possession Notice |
<table>
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<tbody>
<tr>
<td>☐ COE</td>
</tr>
<tr>
<td>☐ COE + 30 Days</td>
</tr>
<tr>
<td>☐ COE + 3-5 Days</td>
</tr>
<tr>
<td>☐ Immediate</td>
</tr>
<tr>
<td>☐ Negotiable</td>
</tr>
<tr>
<td>☐ Seller Rent Back</td>
</tr>
<tr>
<td>☐ Tenant Rights</td>
</tr>
<tr>
<td>☐ Uniform Commercial Code (UCC) Filing Date</td>
</tr>
<tr>
<td>☐ Upon Completion</td>
</tr>
<tr>
<td>☐ None</td>
</tr>
<tr>
<td>☐ Other</td>
</tr>
</tbody>
</table>

Acceptable Financing Terms* |
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ All Inclusive Trust Deed (AITD)</td>
</tr>
<tr>
<td>☐ Assumable</td>
</tr>
<tr>
<td>☐ Assumable by Qualified Vet</td>
</tr>
<tr>
<td>☐ Cal Vet Loan</td>
</tr>
<tr>
<td>☐ Cash or Conventional Loan</td>
</tr>
<tr>
<td>☐ Contract Sale</td>
</tr>
<tr>
<td>☐ Exchange</td>
</tr>
<tr>
<td>☐ FHA</td>
</tr>
<tr>
<td>☐ Lease Option</td>
</tr>
<tr>
<td>☐ Leveraged Buy Out</td>
</tr>
<tr>
<td>☐ Seller May Pay Closing Costs</td>
</tr>
<tr>
<td>☐ Seller May Pay Points</td>
</tr>
<tr>
<td>☐ VA Loan</td>
</tr>
<tr>
<td>☐ None</td>
</tr>
<tr>
<td>☐ Other</td>
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</table>

Special Listing Condition* |
<table>
<thead>
<tr>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Auction</td>
</tr>
<tr>
<td>☐ Court Confirmation May Be Required</td>
</tr>
<tr>
<td>☐ HUD Owned</td>
</tr>
<tr>
<td>☐ New Subdivision</td>
</tr>
<tr>
<td>☐ Not Applicable</td>
</tr>
<tr>
<td>☐ Notice of Default</td>
</tr>
<tr>
<td>☐ REO / Bank Owned Property</td>
</tr>
<tr>
<td>☐ Short Sale / Subject to Lender</td>
</tr>
</tbody>
</table>

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## COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

### MULTI-UNIT TYPE DETAILS

<table>
<thead>
<tr>
<th>Number of Buildings*</th>
<th>Number of Total Units*</th>
<th>Number of Units Currently Leased*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

#### Existing Lease Terms*

- □ 1 Year Lease
- □ 2 Years Lease
- □ 3 Years Lease
- □ 4 Years Lease
- □ 5 Years Lease
- □ 6-10 Years Lease
- □ 11-15 Years Lease
- □ 16+ Years Lease
- □ Building Vacant
- □ CPI Adjustment
- □ Lease Agreement – Oral
- □ Lease Agreement – Written
- □ Lease(s)
- □ Less Than 1 Yr
- □ More than 1 Year
- □ Month to Month
- □ Renewal Option
- □ Res / Comm Rental
- □ Security Deposit
- □ Sublease
- □ Other

#### Unit Type 1 # of Units Like This: 

- □ 3+ Baths
- □ 4+ Bedrooms
- □ Apartment
- □ Commercial
- □ Flat
- □ Loft
- □ Manager’s Unit
- □ Mixed Use
- □ Office
- □ Penthouse
- □ Residential
- □ Store
- □ Studio
- □ Unpermitted

#### Unit Type 2 # of Units Like This: 

- □ 3+ Baths
- □ 4+ Bedrooms
- □ Apartment
- □ Commercial
- □ Flat
- □ Loft
- □ Manager’s Unit
- □ Mixed Use
- □ Office
- □ Penthouse
- □ Residential
- □ Store
- □ Studio
- □ Unpermitted

#### Unit Type 3 # of Units Like This: 

- □ 3+ Baths
- □ 4+ Bedrooms
- □ Apartment
- □ Commercial
- □ Flat
- □ Loft
- □ Manager’s Unit
- □ Mixed Use
- □ Office
- □ Penthouse
- □ Residential
- □ Store
- □ Studio
- □ Unpermitted

#### Unit Type 4 # of Units Like This: 

- □ 3+ Baths
- □ 4+ Bedrooms
- □ Apartment
- □ Commercial
- □ Flat
- □ Loft
- □ Manager’s Unit
- □ Mixed Use
- □ Office
- □ Penthouse
- □ Residential
- □ Store
- □ Studio
- □ Unpermitted

### Approximate SqFt

<table>
<thead>
<tr>
<th>Unit Type 1</th>
<th>Approximate SqFt</th>
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<tbody>
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<th>Approximate SqFt</th>
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<th>Approximate SqFt</th>
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<th>Approximate SqFt</th>
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### Beds

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### Full Baths

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### Partial Baths

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<th>Partial Baths</th>
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### Minimum Rent

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### Maximum Rent

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### COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

#### MULTI-UNIT TYPE DETAILS (continued)

<table>
<thead>
<tr>
<th>Unit Type 5</th>
<th># of Units Like This:</th>
<th>Unit Type 6</th>
<th># of Units Like This:</th>
<th>Unit Type 7</th>
<th># of Units Like This:</th>
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<th># of Units Like This:</th>
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<tbody>
<tr>
<td>3+ Baths</td>
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<td>3+ Baths</td>
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<td>4+ Bedrooms</td>
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<td>4+ Bedrooms</td>
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<tr>
<td>Manager’s Unit</td>
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<td>Penthouse</td>
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</tr>
</tbody>
</table>

Approximate SqFt | Approximate SqFt | Approximate SqFt | Approximate SqFt

Beds | Beds | Beds | Beds

Full Baths | Full Baths | Full Baths | Full Baths

Partial Baths | Partial Baths | Partial Baths | Partial Baths

Minimum Rent | Minimum Rent | Minimum Rent | Minimum Rent

Maximum Rent | Maximum Rent | Maximum Rent | Maximum Rent

#### COMMUNITY INFORMATION

**Community Name**

**Community Amenities**

- Additional Storage
- Barbecue Area
- Basketball Court – Indoor Half
- Beach Rights
- Billiard Room
- Boat Dock
- Bowling Alley
- Cabana
- Car Wash Area
- Club House
- Common Utility Room
- Community Pool
- Community Security Gate
- Community TV Antenna
- Concierge
- Conference Facilities
- Door Person
- Elevator
- Exercise Course
- Game Court (Indoor)
- Game Court (Outdoor)
- Garden / Greenbelt / Trails
- Golf Course
- Gym / Exercise Facility
- Organized Activities
- Playground
- Putting Green
- Recreation Room
- Roof Deck
- RV / Boat Storage
- Sauna / Spa / Hot Tub
- Tennis Court / Facility
- Trash Chute
- None
- Other

**Community Restrictions**

- Age – No Restrictions
- Board / Park Approval
- Family Park
- Guest Restrictions
- Height Restrictions
- Neighborhood Approval
- No Waterbeds
- Park Rental Restrictions
- Parking Restrictions
- Pets - Allowed
- Pets - Cats Permitted
- Pets - Dogs Permitted
- Pets - Not Allowed
- Pets - Number Restrictions
- Pets - Other
- Pets - Restrictions
- Pets - Rules
- Retirement Community
- Senior Community
- Senior Community (55+)
- Senior Community (62+)
- Senior Community (65+)
- Senior Community (75+)
- Senior Community (80+)
- Senior Community (85+)
- Senior Community (90+)
- Senior Community (95+)
- Other

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Revised 1/1/2019
COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

COMMUNITY INFORMATION (continued)

<table>
<thead>
<tr>
<th>Is there an HOA?</th>
<th>If Yes, HOA Fee*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
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</tr>
<tr>
<td>No</td>
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</table>

FINANCIAL DETAILS

<table>
<thead>
<tr>
<th>Financial Data Source*</th>
<th>Estimated</th>
<th>Property Manager</th>
<th>Tenant</th>
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<tbody>
<tr>
<td>Accountant</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Actual</td>
<td>Info Not Available</td>
<td>Rental Agreement</td>
<td></td>
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<tr>
<td>Broker</td>
<td>Owner</td>
<td>Tax Return</td>
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<table>
<thead>
<tr>
<th>Listing Includes*</th>
<th>Equipment</th>
<th>Land</th>
<th>Owner Will Stay</th>
<th>Updated Bath(s) – All Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Receivable</td>
<td>Existing Signs</td>
<td>Land Status – Other</td>
<td>Owner Will Train</td>
<td></td>
</tr>
<tr>
<td>Allowance For Improvement</td>
<td>Fictitious Name / DBA</td>
<td>Lease Improvement</td>
<td>Updated Kitchen – All Units</td>
<td></td>
</tr>
<tr>
<td>Building</td>
<td>Fixtures and Equipment</td>
<td>Leasehold</td>
<td>Updated Kitchen – Some Units</td>
<td></td>
</tr>
<tr>
<td>Building On Leased Land</td>
<td>Furnished – All Units</td>
<td>Leasehold Improvements</td>
<td>None</td>
<td></td>
</tr>
<tr>
<td>Business</td>
<td>Furnished – Some Units</td>
<td>License(s)</td>
<td>Other</td>
<td></td>
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<tr>
<td>Corporation</td>
<td>Goodwill</td>
<td>Major Tenant(s)</td>
<td>Owner Will Train</td>
<td></td>
</tr>
<tr>
<td>Covenant</td>
<td>Inventory – At Cost</td>
<td>Oven / Range – All Units</td>
<td>Permits – Special</td>
<td></td>
</tr>
<tr>
<td>Dishwasher – All Units</td>
<td>Inventory – Available</td>
<td>Oven / Range – Some Units</td>
<td>Personal Property</td>
<td></td>
</tr>
<tr>
<td>Dishwasher – Some Units</td>
<td>None</td>
<td>Owner</td>
<td>Refrigerator – All Units</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Refrigerator – Some Units</td>
<td></td>
</tr>
</tbody>
</table>

Expenses Tenant*

<table>
<thead>
<tr>
<th>All Expenses</th>
<th>Maintenance – Exterior</th>
<th>Services – Gardener/Landscaping</th>
<th>Utilities – Gas</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fee – Association</td>
<td>Maintenance – Interior</td>
<td>Services – Sewer</td>
<td>Utilities – Heating</td>
<td>Other</td>
</tr>
<tr>
<td>Fee – Parking</td>
<td>Miscellaneous / Other</td>
<td>Services – Trash Removal</td>
<td>Utilities – Hot Water</td>
<td></td>
</tr>
<tr>
<td>Maintenance</td>
<td>Rent Only</td>
<td>Utilities – Electric</td>
<td>Utilities – Water</td>
<td></td>
</tr>
</tbody>
</table>

Operating Expenses Include*

<table>
<thead>
<tr>
<th>Accounting / Legal</th>
<th>Fee – Professional Services</th>
<th>Maintenance</th>
<th>Salary Employee(s)</th>
<th>Travel / Entertainment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cable TV</td>
<td>Fee – Property Management</td>
<td>Maintenance – Capital Improvements</td>
<td>Salary Owner</td>
<td>Utilities</td>
</tr>
<tr>
<td>Contract Services</td>
<td>Fee – Property Tax</td>
<td>Maintenance – Elevator</td>
<td>Services – Gardener</td>
<td>Utilities – Electric</td>
</tr>
<tr>
<td>Depreciation</td>
<td>Fee – Rent / Lease</td>
<td>Maintenance – Exterminator</td>
<td>Services – Janitor</td>
<td>Utilities – Gas</td>
</tr>
<tr>
<td>Equipment – Purchase</td>
<td>Insurance</td>
<td>Maintenance – Laundry</td>
<td>Services – On-Site Manager</td>
<td>Utilities – Heat</td>
</tr>
<tr>
<td>Equipment / Fixture Rental</td>
<td>Loan – Business</td>
<td>Maintenance – Pool / Spa</td>
<td>Services – Security</td>
<td>Utilities – Hot Water</td>
</tr>
<tr>
<td>Fee – Association</td>
<td>Loan – Interest Only Payment</td>
<td>Maintenance – Repair</td>
<td>Services – Sewer</td>
<td>Utilities – Water</td>
</tr>
<tr>
<td>Fee – License / Advertising</td>
<td>Loan – Mortgage</td>
<td>Miscellaneous / Other</td>
<td>Services – Trash Removal</td>
<td>Vacancy Factor</td>
</tr>
<tr>
<td>Fee – Other Taxes</td>
<td>Loan – Other</td>
<td>Reserve Fund</td>
<td>Supplies</td>
<td>None</td>
</tr>
<tr>
<td>Fee – Parking</td>
<td>Loan – Principal &amp; Interest</td>
<td>Review with Offer</td>
<td>Telephone</td>
<td>Other</td>
</tr>
</tbody>
</table>

Income (Enter annual income in each category. The system will calculate your Gross Scheduled Income and Gross Annual Income based on these entries.)

<table>
<thead>
<tr>
<th>Income Annual Rental*</th>
<th>Vacancy Allowance (%)*</th>
<th>Income Other*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Income Includes*

<table>
<thead>
<tr>
<th>Coin Operated Equipment</th>
<th>Land</th>
<th>Managers Unit Rental</th>
<th>Rents</th>
<th>Vending Machine(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Crop(s)</td>
<td>Laundry</td>
<td>Owners Unit Rental</td>
<td></td>
<td>None</td>
</tr>
<tr>
<td>Improvements</td>
<td>Lease</td>
<td>Parking</td>
<td>RV / Storage</td>
<td>Other</td>
</tr>
</tbody>
</table>

Expenses (Enter annual expenses in each category. The system will calculate your Total Expenses based on your entries. In addition, from Income and Expenses, the system will generate an Estimated Net Income, Cap Rate, and GRM.)

<table>
<thead>
<tr>
<th>Annual Tax Amount*</th>
<th>Expense Insurance*</th>
<th>Expense Landscape*</th>
<th>Expense Maintenance*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Expense Management*

<table>
<thead>
<tr>
<th>Expenses Other*</th>
<th>Expense Trash*</th>
<th>Expense Utility*</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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## COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

### INTERIOR FEATURES

#### Accessibility*
- Bathroom Features
- Elevator / Lift
- Flashing Doorbell Warning
- Flashing Warnings
- Grab Bars
- Kitchen Features
- Lower Light Switches
- Parking
- Wheelchair Access
- Wide Halls / Doors (3 ft+)
- None
- Other

#### Communications
- Audio / Video Prewired
- Cable TV
- DSL
- Fiber Ready
- Intercom
- Networked
- Satellite Dish
- None
- Other

#### Cooling*
- Ceiling Fan
- Central AC
- Central Forced Air – Gas
- Central Forced Air – Heat Pump
- Multi-Zone
- Whole House Fan / Attic Fan
- Window / Wall Unit
- None
- Other

#### Flooring
- Carpet
- Concrete
- Granite
- Hardwood
- Laminate
- Marble
- Slate
- Stone
- Sustainable Materials
- Tile
- Travertine
- Unfinished
- Vinyl / Linoleum

#### Heating*
- Central Forced Air
- Central Forced Air – Gas
- Common
- Electric
- Fireplace
- Floor Furnace
- Forced Air
- Gas
- No Heating
- Propane
- Radiant
- Radiant Floors
- Solar
- Solar and Gas
- Solar with Backup
- Space Heater
- Stove – Pellet
- Stove – Propane
- Stove – Wood
- Stove Heater
- Wall Furnace
- Other

#### Interior Amenities
- Air Purifier
- Dumbwaiter
- Floor Drain
- High Ceiling
- Inverted Floor Plan
- Open Beam Ceiling
- Security Gate
- Skylight
- Vaulted Ceiling
- Video / Audio System
- Walk-In Closet
- Wet Bar
- None
- Other

#### Kitchen
- 220 Volt Outlet
- Built-in BBQ Grill
- Cooktop – Electric
- Cooktop – Gas
- Countertop – Ceramic
- Countertop – Concrete
- Countertop – Formica
- Countertop – Granite
- Countertop – Laminate
- Countertop – Marble
- Countertop – Other
- Countertop – Solid Surface / Corian
- Countertop – Stone
- Countertop – Synthetic
- Countertop – Tile
- Dishwasher
- Dryer / Wash Machine
- Dual Fuel
- Exhaust Fan
- Faucet
- Freezer
- Garbage Disposal
- Hood Over Range
- Hookups – Gas
- Hookups – Ice Maker
- Ice Maker
- Island
- Island with Sink
- Microwave
- No Appliance
- Oven – Built-In
- Oven – Double
- Oven – Electric
- Oven – Gas
- Oven – Self Cleaning
- Oven Range
- Oven Range – Built-In
- Oven Range – Built-In, Gas
- Oven Range – Electric
- Oven Range – Gas
- Pantry
- Pantry Cabinet
- Refrigerator
- Skylight
- Trash Compactor
- Varies by Unit
- Warming Drawer
- Wine Refrigerator
- None
- Other

#### Laundry
- Coin Operated
- Hookups Only
- Washer / Dryer
- Washer / Dryer – Some Units
- None

#### Other Rooms
- Artist Studio
- Attic
- Basement – Finished
- Loft
- Laundry Room
- Office Area
- Safe / Panic Room
- Storage
- Other

---

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### INTERIOR FEATURES (continued)

<table>
<thead>
<tr>
<th>Security</th>
<th>Fire System – Sprinkler</th>
<th>Security Fence</th>
<th>Varies By Unit</th>
<th>None</th>
</tr>
</thead>
<tbody>
<tr>
<td>Closed Circuit Monitoring</td>
<td>Security Building</td>
<td>Panoramic Alarm</td>
<td>Security Gate with Guard</td>
<td>Other</td>
</tr>
<tr>
<td>(24 hr)</td>
<td></td>
<td>Secure Garage / Parking</td>
<td>Security Guard</td>
<td>Window Bars</td>
</tr>
<tr>
<td>Controlled / Secured Access</td>
<td></td>
<td>Security Alarm</td>
<td>Security Lights</td>
<td>Window Bars with Quick Release</td>
</tr>
<tr>
<td>Fire Alarm</td>
<td></td>
<td>Fire Escape</td>
<td>Security Service</td>
<td></td>
</tr>
<tr>
<td>Fire Escape</td>
<td></td>
<td>Fire System – Sprinkler</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Security Alarm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Panic Alarm</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### EXTERIOR FEATURES

<table>
<thead>
<tr>
<th>Pool (if Pool is Yes)</th>
<th>Pool – Cover</th>
<th>Pool – Indoor</th>
<th>Pool – Sweep</th>
<th>Steam Room or Sauna</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cabana / Dressing Room</td>
<td>Pool – Fenced</td>
<td>Pool – Lap</td>
<td>Pool – Spa Combo</td>
<td>None</td>
</tr>
<tr>
<td>Community Facility</td>
<td>Pool – Fiberيلة</td>
<td>Pool – Solar</td>
<td>Spa – In Ground</td>
<td>Other</td>
</tr>
<tr>
<td>Pool – Above Ground</td>
<td>Pool – Heated</td>
<td>Pool – Sport</td>
<td>Spa / Hot Tub</td>
<td></td>
</tr>
<tr>
<td>Pool – Black Bottom</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Parking*

<table>
<thead>
<tr>
<th># Garage Spaces*</th>
<th># Carport Spaces</th>
<th># of Open Parking Spaces</th>
<th>Parking Restrictions</th>
<th>Valet Parking</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assigned Spaces</td>
<td>Electric Car Hookup</td>
<td>Metered or Fee</td>
<td>Parking Restrictions</td>
<td>Valet Parking</td>
</tr>
<tr>
<td>Attached Garage</td>
<td>Electric Gate</td>
<td>No Garage</td>
<td>Private / Exclusive</td>
<td>Varies By Unit</td>
</tr>
<tr>
<td>Boat Dock</td>
<td>Enclosed</td>
<td>No Parking</td>
<td>Room for Oversized Vehicle</td>
<td>Workshop in Garage</td>
</tr>
<tr>
<td>Carport</td>
<td>Gate / Door Opener</td>
<td>Off-Site Parking</td>
<td>Tandem Parking</td>
<td>Other</td>
</tr>
<tr>
<td>Common Parking Area</td>
<td>Golf Cart</td>
<td>On Street</td>
<td>Unassigned Spaces</td>
<td></td>
</tr>
<tr>
<td>Covered Parking</td>
<td>Guest / Visitor Parking</td>
<td>Parking Area</td>
<td>Uncovered Parking</td>
<td></td>
</tr>
<tr>
<td>Detached Garage</td>
<td>Leased Parking</td>
<td>Parking Deck</td>
<td>Underground Parking</td>
<td></td>
</tr>
<tr>
<td>Drive Through</td>
<td>Lighted Parking Area</td>
<td></td>
<td>Undersized</td>
<td></td>
</tr>
</tbody>
</table>

### Utilities*

<table>
<thead>
<tr>
<th>Utilities*</th>
<th>Individual Electric Meters</th>
<th>On Pole</th>
<th>Public Utilities</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td>Available – Not on Site</td>
<td>Individual Gas Meters</td>
<td>Other – Not on Site</td>
<td>Solar</td>
<td></td>
</tr>
<tr>
<td>Diesel</td>
<td>Natural Gas</td>
<td>Propane On Site</td>
<td>Wind</td>
<td></td>
</tr>
</tbody>
</table>

### Electric Vehicle Hookup

<table>
<thead>
<tr>
<th>Electric Vehicle Hookup</th>
<th>Electric Vehicle Hookup Level 1 (120 volts)</th>
<th>Electric Vehicle Hookup Level 2 (240 volts)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Water*

<table>
<thead>
<tr>
<th>Water*</th>
<th>Public</th>
<th>Reservoir</th>
<th>Storage Tank</th>
<th>Water Available on Street</th>
<th>Well</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individual Water Meter</td>
<td></td>
<td></td>
<td>Stream – Seasonal</td>
<td>Water On Site</td>
<td>None</td>
</tr>
<tr>
<td>Irrigation Connected</td>
<td></td>
<td></td>
<td>Stream – Year Round</td>
<td>Water Rights Not Included</td>
<td>Other</td>
</tr>
<tr>
<td>Irrigation Water Available</td>
<td></td>
<td></td>
<td>Unknown</td>
<td>Water Softener</td>
<td></td>
</tr>
<tr>
<td>Private / Mutual</td>
<td></td>
<td></td>
<td>Untreated</td>
<td>Water Treatment System</td>
<td></td>
</tr>
<tr>
<td>Private Co-op</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
### EXTERIOR FEATURES (continued)

#### Sewer
- [ ] Cesspool
- [ ] Community Sewer / Septic
- [ ] Drainage – None
- [ ] Drainage – Other
- [ ] Drainage – Public Storage
- [ ] Drainage – Sump
- [ ] Existing Septic
- [ ] Septic – Plans Approved
- [ ] Septic Abandoned
- [ ] Septic Connected
- [ ] Septic Engineered
- [ ] Septic Perc Test Required
- [ ] Septic Required
- [ ] Septic Standard
- [ ] Septic System Vested
- [ ] Septic Tank / Pump
- [ ] Sewer – Private
- [ ] Sewer – Public
- [ ] Sewer Available
- [ ] Sewer Available at Site
- [ ] Sewer Connected
- [ ] Sewer Connected < 50 ft away
- [ ] Sewer Connected > 500 ft away
- [ ] Sewer in Street
- [ ] Sewer Not Available
- [ ] Sewer Not Connected
- [ ] Sewer On Bond
- [ ] Special
- [ ] Storage Tank
- [ ] Sump Pump
- [ ] TBD
- [ ] Unknown
- [ ] None
- [ ] Other

#### Construction Type
- [ ] Adobe
- [ ] Brick
- [ ] Brick (Reinforced)
- [ ] Brick (Unreinforced)
- [ ] Concrete
- [ ] Concrete Block
- [ ] Log
- [ ] Low VOC Finishes
- [ ] Masonry
- [ ] Metal
- [ ] Modular
- [ ] Non-conforming
- [ ] Rammed Earth
- [ ] Reclaimed Materials
- [ ] Steel
- [ ] Steel Frame
- [ ] Stone
- [ ] Tilt Up
- [ ] Wood
- [ ] Wood Frame

#### Energy Saving
- [ ] Attic Fan
- [ ] Ceiling Insulation
- [ ] Double Pane Windows
- [ ] Energy Star Appliances
- [ ] Energy Star HVAC
- [ ] Energy Star Lighting
- [ ] Geothermal Energy Source
- [ ] Green Features
- [ ] Low Flow Shower
- [ ] Low Flow Toilet
- [ ] Passive Solar
- [ ] Skylight
- [ ] Smart Home System
- [ ] Smart Vent Foundation
- [ ] Smart Vent Roof
- [ ] Solar Heating
- [ ] Solar Heating – Pool
- [ ] Solar Power
- [ ] Solar Power Battery Backup
- [ ] Solar Power Off Grid
- [ ] Solar Power On Grid
- [ ] Solar Screens
- [ ] Solar Power Battery Backup
- [ ] Solar Power Off Grid
- [ ] Solar Power On Grid
- [ ] Solar Screens
- [ ] Tankless Water Heater
- [ ] Thermostat Controller
- [ ] Triple Pane Windows
- [ ] Whole House Fan
- [ ] None
- [ ] Other

#### Exterior Amenities
- [ ] Back Yard
- [ ] Balcony / Patio
- [ ] BBQ Area
- [ ] Boat Dock
- [ ] Courtyard
- [ ] Deck
- [ ] Dog Run / Kennel
- [ ] Drought Tolerant Plants
- [ ] Fenced
- [ ] Fire Pit
- [ ] Gazebo
- [ ] Gray Water System
- [ ] Low Maintenance
- [ ] Outdoor Fireplace
- [ ] Outdoor Kitchen
- [ ] Outdoor Misting System
- [ ] Porch – Enclosed
- [ ] Sprinklers – Auto
- [ ] Sprinklers – Lawn
- [ ] Storage Shed / Structure
- [ ] Tennis Court
- [ ] None
- [ ] Other

#### Foundation
- [ ] Brick
- [ ] Brick / Mortar Perimeter
- [ ] Capped Brick
- [ ] Combination
- [ ] Concrete Block
- [ ] Concrete Grid
- [ ] Concrete Perimeter
- [ ] Concrete Perimeter and Slab
- [ ] Concrete Slab
- [ ] Crawl Space
- [ ] Foundation Moisture Barrier
- [ ] Foundation Pillars
- [ ] Foundation Pillars
- [ ] Mudsill
- [ ] Mudroom
- [ ] Not Permanent
- [ ] Permanent
- [ ] Piling
- [ ] Pillars / Posts / Piers
- [ ] Post and Beam
- [ ] Post and Pier
- [ ] Quake Bracing
- [ ] Raised
- [ ] Reinforced Concrete
- [ ] Sealed Crawlspace
- [ ] Steel Frame
- [ ] Unreinforced Masonry
- [ ] Wood Frame
- [ ] None
- [ ] Other

#### Lot Description
- [ ] Additional Land Available
- [ ] Agricultural Use
- [ ] Corners Marked
- [ ] Corners Marked - No
- [ ] Farm Animals (Permitted)
- [ ] Farm Animals (Restricted)
- [ ] Fishing
- [ ] Flag Lot
- [ ] Grade - Gently Sloped
- [ ] Grade - Hillside
- [ ] Grade - Hilly
- [ ] Grade - Level
- [ ] Grade - Mostly Level
- [ ] Grade - Rolling
- [ ] Grade - Side Slope
- [ ] Grade - Sloped Down
- [ ] Grade - Sloped Up
- [ ] Grade - Steep
- [ ] Grade - Varies
- [ ] Ground Floor
- [ ] Hunting
- [ ] Land Locked
- [ ] Paved
- [ ] Pie Shaped
- [ ] Pond On Site
- [ ] Possible Lot Split
- [ ] Potential Re-Zone
- [ ] Private/Secluded
- [ ] Regular
- [ ] Staked Boundary
- [ ] Stream - Seasonal
- [ ] Stream - Year Round
- [ ] Subdivided
- [ ] Surveyed
- [ ] T Intersection
- [ ] Unknown
- [ ] Views
- [ ] Vineyard
- [ ] Zero Lot Line
- [ ] None
- [ ] Other
### EXTERIOR FEATURES (continued)

**Meters**
- [ ] Master Electric
- [ ] Master Gas
- [ ] Separate Gas
- [ ] Separate Water
- [ ] Separate Common Area
- [ ] Separate Electric
- [ ] Separate Other
- [ ] None

**Roof**
- [ ] Aluminum Over Tar
- [ ] Barrel / Truss
- [ ] Bitumen
- [ ] Bituthene
- [ ] Clay
- [ ] Flat / Low Pitch
- [ ] Foam
- [ ] Mansard
- [ ] Metal
- [ ] Polyurethane
- [ ] Rock
- [ ] Rolled Composition
- [ ] Shake
- [ ] Shingle
- [ ] Slate
- [ ] Tar and Gravel
- [ ] Tile
- [ ] Wood Shakes / Shingles
- [ ] Other

**Style**
- [ ] A-Frame
- [ ] Art Deco
- [ ] Arts and Crafts
- [ ] Barn Type
- [ ] Bungalow
- [ ] Cabin
- [ ] Cape Cod
- [ ] Chalet
- [ ] Colonial
- [ ] Contemporary
- [ ] Cottage
- [ ] Country English
- [ ] Craftsman
- [ ] Custom
- [ ] Dome
- [ ] Edwardian
- [ ] Eichler
- [ ] English
- [ ] Farm House
- [ ] Flat
- [ ] French
- [ ] Georgian
- [ ] Log
- [ ] Luxury
- [ ] MacGregor
- [ ] Marina
- [ ] Mediterranean
- [ ] Modern / High Tech
- [ ] Normandy
- [ ] Prairie
- [ ] Ranch
- [ ] Rustic
- [ ] Spanish
- [ ] Tract
- [ ] Traditional
- [ ] Tudor
- [ ] Unknown
- [ ] Victorian
- [ ] Vintage
- [ ] Yurt
- [ ] Other

**View Description**
- [ ] Bay
- [ ] Bridge
- [ ] Canyon
- [ ] City
- [ ] City Lights
- [ ] Delta
- [ ] Downtown
- [ ] Forest / Woods
- [ ] Garden / Greenbelt
- [ ] Golf Course
- [ ] Greenbelt
- [ ] Hills
- [ ] Lake
- [ ] Marina
- [ ] Mountains
- [ ] Ocean
- [ ] Orchard
- [ ] Panoramic
- [ ] Park
- [ ] Pasture
- [ ] Ridge
- [ ] River / Stream
- [ ] Special
- [ ] Valley
- [ ] Vineyard
- [ ] Water
- [ ] None
- [ ] Other

### MARKETING & PHOTOS

*Please email your photos within 72 hours to support@mlslistings with the address of the property in the Subject Line*

<table>
<thead>
<tr>
<th>Branded Virtual Tour URL</th>
<th>Unbranded Virtual Tour URL</th>
<th>Branded 3D Tour URL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unbranded 3D Tour URL</td>
<td>Branded Drone Tour URL</td>
<td>Unbranded Drone Tour URL</td>
</tr>
<tr>
<td>Branded Additional Tour URL</td>
<td>Unbranded Additional Tour URL</td>
<td></td>
</tr>
</tbody>
</table>

**Public Remarks (up to 1,000 Characters)**
## MARKETING & PHOTOS (continued)

<table>
<thead>
<tr>
<th>Do you want this listing posted on Consumer Websites?*</th>
<th>Allow VOW-IDX-AVM*</th>
<th>Allow VOW-IDX Comments*</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ Yes</td>
<td>□ No</td>
<td>□ Yes</td>
</tr>
</tbody>
</table>

**Public Listing Address Format***

- □ Show Full Address
- □ Show Street City Zip
- □ Show City Zip Only

### FOR AGENTS

**Cooperating Broker Commission***

$ or %

**Dual Variable?***

- □ Yes
- □ No

**Private Remarks (up to 1,000 Characters)**

- **Listing Service**
  - □ Full Service
  - □ Limited Service
  - □ MLS Entry Only
  - □ Restricted

**Listing Type***

- □ Exclusive Agency
- □ Exclusive Right to Sell
- □ Exclusive Right to Sell with Reservations
- □ Open
- □ Probate

**Hazard Disclosures***

- □ Earthquake Disclosure
- □ Flood Hazard Disclosure
- □ Flood Hazard Disclosure – Yes
- □ Flood Insurance Required
- □ Flood Insurance Required – Yes
- □ Flood Plain
- □ Flood Plain – Yes
- □ Flood Way
- □ Flood Zone – See Report
- □ Flood Zone – Yes
- □ Geological Hazard
- □ Geological Hazard – Yes
- □ Geological / Flood report
- □ Hazard Area Map Provided by Seller
- □ Hazardous Waste Area
- □ Hazardous Waste Area – Yes
- □ Hillside
- □ Hillside – Yes
- □ Lead Base Disclosure
- □ Lead Base Disclosure – Yes
- □ Natural Hazard Disclosure
- □ Natural Hazard Disclosure – Yes
- □ Seismic Hazard Disclosure
- □ Seismic Hazard Disclosure – Yes
- □ Special Hazard Zone
- □ Special Hazard Zone – Yes
- □ Special Studies Zone
- □ Special Studies Zone – Yes

**Other Disclosures**

- □ Access Easement Required
- □ Agent has Financial Interest
- □ Agent has Not Inspected Property
- □ Agent Related to Seller
- □ Agricultural Zone
- □ Agricultural Zone – Adjacent
- □ Architectural Approval Required
- □ Building Permit
- □ Certain Fixed Real Property Excluded
- □ Coastal Jurisdiction
- □ Common Ownership of Amenities
- □ Corporate Ownership
- □ Disclosure Package Available
- □ Easement
- □ Estoppel Certificate
- □ Exclusions – See Remarks
- □ First Right of Refusal
- □ Foreclosure / Short Sale
- □ Geological Restrictions
- □ Historical Preservation District
- □ Housing Assistance Program
- □ Leased Land
- □ Manager Occupied 1 Unit
- □ Mello-Roos
- □ Moratorium
- □ Open Space Corridor
- □ Pending Litigation – Yes
- □ Redevelopment Zone
- □ Rent Control
- □ Rental Restrictions
- □ Retrofit Required
- □ Road Maintenance Agreement
- □ Scenic Corridor
- □ School District Under Court Ruling
- □ Seller is Licensed Real Estate Agent
- □ Sewer Lateral Inspection
- □ Spec Study Zone
- □ Subject to 1031 Tax Exchange
- □ Timber Production Zone
- □ Tree Ordinance
- □ Underground Storage Tank
- □ Unknown Spec Zone
- □ Unreinforced Masonry
- □ Urban Service Area
- □ Use Permit
- □ Use Permit Required
- □ Use / Sales Tax
- □ Va Repo
- □ None
- □ Other – Call / See Agent
# COMMERCIAL MULTI-FAMILY LISTING INPUT FORM

## FOR AGENTS (continued)

<table>
<thead>
<tr>
<th>Disclosure URL</th>
<th>Is this a Green Rated home?</th>
<th>Is there a TIC Agreement?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>☐ Yes ☐ No</td>
<td>☐ Yes ☐ No ☐ Unknown</td>
</tr>
</tbody>
</table>

### Property is Occupied by*

- ☐ Call Agent
- ☐ Manager
- ☐ Owner
- ☐ Tenant
- ☐ Vacant

### Showing Contact Type

- ☐ Call Agent
- ☐ Manager
- ☐ Owner
- ☐ Tenant
- ☐ Vacant

### Showing Contact Name

<table>
<thead>
<tr>
<th>Showing Contact Phone</th>
<th>Gate Code (if any)</th>
</tr>
</thead>
</table>

### Showing Instructions*

- ☐ 24-Hour Notice Required
- ☐ Appointment Only
- ☐ Call First
- ☐ Call Listing Agent
- ☐ Call Manager
- ☐ Call Owner
- ☐ Call Tenant
- ☐ CBS Restricted – Call LA
- ☐ Do Not Disturb Employees
- ☐ Do Not Disturb Occupants
- ☐ Do Not Go Direct
- ☐ Do Not Show
- ☐ Employees Aware
- ☐ Gate Code – Call LA
- ☐ Go Directly
- ☐ Go Directly During Business Hours
- ☐ Key in Listing Office
- ☐ LA Must Be Present
- ☐ Leave Card
- ☐ Lockbox
- ☐ Lockbox Location – See Remarks
- ☐ Lockbox – None
- ☐ Lockbox – Other
- ☐ Lockbox – Supra iBox
- ☐ Lockbox – Supra iBox Bluetooth
- ☐ Lockbox – Supra iBox Bluetooth LE
- ☐ Non-Disclosure Required
- ☐ Restricted Hours
- ☐ Security System
- ☐ See Remarks
- ☐ Subject to Inspection
- ☐ None
- ☐ Other

### Additional Showing Instructions (up to 150 Characters)

### LISTING CONTACT INFO

- **Listing Agent Full Name***
- **License #**
- **Phone***
- **Listing Agent Email***

- **Listing Office Name***
- **List Office Code**
- **Office Phone***

- **Co-Listing Agent Full Name (if applicable)**
- **Co-Agent License #**
- **Co-Agent Phone**
- **Co-Agent Email**

- **Co-Listing Office Name**
- **Co-List Office Code**
- **Co-List Office Phone**

- **If Comp Only, Selling Agent Full Name***
- **Selling Agent License #**
- **Selling Agent Phone**
- **Selling Agent Email**

- **Selling Office Name**
- **Selling Office Code**
- **Selling Office Phone**

- **Co-Selling Agent Full Name**
- **Co-Selling Agent Office Name**

### SIGNATURES

Broker hereby certifies that she/he has a valid written agreement pertaining to the above property executed by all of the sellers and which meets all the requirements of law including the California Civil Code Section 1086V1090.

<table>
<thead>
<tr>
<th>Listing Agent’s Signature</th>
<th>Date</th>
<th>Seller’s Signature</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Broker/Participant’s Signature</td>
<td>Date</td>
<td>Seller’s Signature</td>
<td>Date</td>
</tr>
</tbody>
</table>

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