



All fields marked with an asterisk () and Bold Text are required.

*TYPE <input type="checkbox"/> Office <input type="checkbox"/> Shopping Center <input type="checkbox"/> Retail/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Hospitality <input type="checkbox"/> Income <input type="checkbox"/> Mixed Use	*Area/County: _____ *Asking Price \$: _____ Lease Price per T [} @X _____ AAAA Lease Price per UÙÁV: _____ *Address: _____ <small>Street # St. Dir. Street Name Unit #</small>	*Business Included <input type="checkbox"/> Yes <input type="checkbox"/> No *Real Estate Included <input type="checkbox"/> Yes <input type="checkbox"/> No *Inventory Included <input type="checkbox"/> Yes <input type="checkbox"/> No
*Vacant Land <input type="checkbox"/> Yes <input type="checkbox"/> No	Address2: _____	*IDX <input type="checkbox"/> Yes <input type="checkbox"/> No *Listing Syndication <input type="checkbox"/> Yes <input type="checkbox"/> No
*ECO FRIENDLY FEATURES (Include Green Disclosure) <input type="checkbox"/> Yes <input type="checkbox"/> No	*City: _____ *ZIP: _____ *Township: _____ *Section #: _____ Qtr Section _____ *Town _____ *Range _____	*FOR SALE or LEASE <input type="checkbox"/> Sale <input type="checkbox"/> Lease

AGENT INFO	*List Agent 1: _____ Phone: _____
	List Office 1: _____ Phone: _____
	List Agent 2: _____ Phone: _____
	List Office 2: _____ Phone: _____
*Commission: *BuyersAgt: _____ *Subagent: _____ *TransCoord: _____ *Variable Rate <input type="checkbox"/> Yes <input type="checkbox"/> No *Confidential <input type="checkbox"/> Yes <input type="checkbox"/> No	
*Listing Agreement Type: <input type="checkbox"/> Exclusive Right to Sell <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> See Remarks *List Date: ____/____/____ *Expire Date: ____/____/____	

GENERAL INFORMATION	*Development Name: _____ *Business Name: _____
	*Apx Yr Built: _____ *Yr Updated: _____ *Yr Remodeled: _____ % of Remodel: _____ *Apx Total Fin SQFT: _____ *Apx # Acres: _____
	Lot #: _____ *Lot Dimensions: _____ *Occupied <input type="checkbox"/> Yes <input type="checkbox"/> No Lease Expires: ____/____/____ Renewable <input type="checkbox"/> Yes <input type="checkbox"/> No
	*Sign <input type="checkbox"/> Yes <input type="checkbox"/> No # Restrooms: _____ Full-Time Employees: _____ Parking Spaces: _____ Electric Exp (Annual): \$ _____ Gross Sales: \$ _____
	Inv Value: \$ _____ Fix/Eqpt: \$ _____ Rental Income: \$ _____ Rent Exp (Annual): \$ _____ Ins Exp (Annual): \$ _____ Heat Exp (Annual): \$ _____
	*Deeded Waterfront: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Private <input type="checkbox"/> Shared Waterfront Footage: _____
	Body of Water: _____ Lake Size: _____ Dual MLS#: _____

FINANCE	*Tax #: _____ *Owner: _____
	*Legal(255): _____
	*Directions: (255) _____
	Summer Taxes: _____ Winter Taxes: _____ Other Tax: _____ Total Taxes: _____ Year: Summer _____ Year: Winter _____
	*SEV _____ *SEV Year _____ Taxable Value _____ Annual Association Dues _____ Principal Residence: <input type="checkbox"/> Yes <input type="checkbox"/> No Assessment: <input type="checkbox"/> Yes <input type="checkbox"/> No
*Type of Ownership: Bank Owned <input type="checkbox"/> 7 cfdcfUH/Ck bYX Private Owner <input type="checkbox"/> Relocation <input type="checkbox"/> Court Approval Required <input type="checkbox"/> In Redemption <input type="checkbox"/> Short Sale <input type="checkbox"/> Estate <input type="checkbox"/> Auction <input type="checkbox"/>	

Broker's initials certify that a Listing Agreement duly signed by the property owner and designating exclusive right to sell, or exclusive agency, is on file.

Broker Initials: _____ Seller's Initials: _____

The accuracy of all information is not guaranteed or warranted. This form must be submitted within 72 hours.

(3) Class
CM

Multiple Listing Service for
Northern Great Lakes REALTORS® MLS, LLC
COMMERCIAL DATA FORM MLS # _____

REMARKS

*PUBLIC REMARKS (2,000) :

AGENT ONLY REMARKS (2,000) :

THIRD-PARTY REMARKS (512):

*SHOWING INSTRUCTIONS (512):

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GREEN	GREEN CERTIFICATION/RATING *(Required – Certificate of Certification/Rating Documentation)	
	National Green Building Standard: <input type="checkbox"/> Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Emerald	NAHB Model Green Home Building Guidelines: <input type="checkbox"/> Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold
	Energy Star Qualified Rating #: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 5+ <input type="checkbox"/> All	Indoor Air Quality <input type="checkbox"/> Yes <input type="checkbox"/> No
	LEED for Homes: <input type="checkbox"/> Certified <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Platinum	LEED for Neighborhood Development: <input type="checkbox"/> Certified <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Platinum
	Home Energy Rating System – HERS Index # _____	Year Rated _____ Other Green Certification _____

A. *PRESENT USE

1. Automotive Service
2. Educational
3. Restaurant / Food Service
4. Bar
5. Manufacture / Warehouse
6. Medical / Dental
7. Office Building
8. Retail Store
9. Wholesale
10. Service
11. Religious
12. Mobile Home Park
13. Recreational / Resort
14. Bed & Breakfast
15. Adult Foster Care
16. Day Care Facility
17. Mini-storage
18. Storage Condo
19. Golf Course
20. Marina
21. Convenience Store
22. Garden Store
23. Other
24. None

B. * LICENSES

1. Food
2. Liquor
3. Beer/Wine
4. Tobacco
5. Special Use
6. Franchise
7. Other
8. None

C. *FOUNDATION

1. Slab
2. Crawl Space
3. Block
4. Wood
5. Poured Concrete
6. Stone
7. Piers
8. Insulated Concrete Panels
9. Michigan Basement
10. Full
11. Full Finished
12. Finished Rooms
13. Unfinished
14. Partial
15. Walkout
16. Plumbed For Bath
17. Egress Windows
18. Daylight Windows
19. Entrance Outside
20. Entrance Inside
21. Shared Storage
22. Other
23. None

D. * CONSTRUCTION

1. Frame
2. Modular/BOCA

3. Manufactured/HUD
4. Mobile pre-1976
5. Full Log
6. Timber Frame
7. Brick
8. Block
9. Steel
10. 2x6 Framing
11. Insulated Concrete Forms
12. Panelized
13. To Be Built
14. Under Construction
15. Other
16. None

E. * ROOF

1. Asphalt
2. Wood
3. Metal
4. Metal/Steel
5. Tile
6. Slate
7. Tar/Gravel
8. Composite
9. Membrane
10. Other
11. None

F. *EXTERIOR FINISH

1. Vinyl
2. Aluminum
3. Log Siding
4. Full Log
5. Wood
6. Rough Sawn
7. Stone
8. Brick
9. Block
10. Steel
11. Stucco/Drivit
12. Masonite
13. Shingle
14. Press Board
15. Cement Board
16. Asbestos
17. Other
18. None

G. * LOCATION

1. Corner Lot
2. Inside Lot
3. Industrial Park
4. Business Park
5. Shopping Center
6. Office Center
7. Freestanding
8. Other
9. None

H. * ROAD

1. Public Maintained
2. Private Owned
3. Road Maint Agmt
4. Privately Maintained

5. Association
6. Seasonal
7. Easement
8. Cul-de-Sac
9. Shared
10. Blacktop
11. Gravel
12. Dirt
13. Concrete
14. Other
15. None

I. * HEAT/COOLING SOURCES

1. Natural Gas
2. Propane Gas
3. Oil
4. Wood
5. Electric
6. Solar
7. Pellet
8. Multiple Units
9. Geothermal
10. Other
11. None

J. * HEAT/COOLING TYPES

1. Forced Air
2. Hot Water
3. Heat Pump
4. Steam
5. Baseboard
6. Gravity Air
7. Wall
8. Floor
9. External Wood Burner
10. Space Heater
11. Central Air
12. Window Air Conditioner
13. Ductless A/C
14. Radiant Floor
15. Electric Air Cleaner
16. Electric Air Filter
17. Humidifier
18. Ceiling
19. Other
20. Zoned/Dual
21. None

K. * WATER

1. Municipal Water
2. Community Well
3. Private Well
4. Shared Well
5. Tanks
6. Other
7. None

L. * SEWER

1. Municipal
2. Private Septic
3. Shared Septic
4. Mound System

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MLS # _____

- 5. Holding Tank/Pump & Haul
- 6. Pump Back
- 7. Dry Well
- 8. Development Septic
- 9. Engineered Septic
- 10. Other
- 11. None

M. * EXTRAS

- 1. Overhead Door(s)
- 2. Loading Dock(s)
- 3. Reinforced Concrete Floor
- 4. Elevator
- 5. Phone System
- 6. Hydraulic Hoist
- 7. Overhead Crane
- 8. 3 - Phase Electric
- 9. Security System
- 10. Sprinkler System
- 11. Mezzanine
- 12. Air Compressor
- 13. Environmental Rpt on File
- 14. Furniture / Fixtures
- 15. Additional Buildings
- 16. 12' Ceiling Height
- 17. 14' Ceiling Height
- 18. 16' Ceiling Height
- 19. 18' Ceiling Height
- 20. 20' Ceiling Height
- 21. 22' Ceiling Height
- 22. Other
- 23. None

N. *PARKING

- 1. Assigned
- 2. Common
- 3. Covered Parking
- 4. Off Site
- 5. Paved
- 6. Parking Garage
- 7. Parking Lot
- 8. Street Parking
- 9. Shopping Center
- 10. Other
- 11. None

O. * INCLUDED IN LEASE

- 1. Building Insurance
- 2. Liability Insurance
- 3. Exterior Maintenance
- 4. Garbage Pickup
- 5. Snow Plowing
- 6. Grounds Maintenance
- 7. Heating / Cooling
- 8. Electric
- 9. Management Fee
- 10. Water
- 11. Sewer
- 12. Furniture
- 13. Fixtures & Equipment
- 14. Tax
- 15. Security System
- 16. Interior Maintenance
- 17. Other
- 18. None

P. * ZONING

- 1. Residential
- 2. Agricultural
- 3. Multi - Family
- 4. Commercial

- 5. Industrial
- 6. Manufacture/Warehouse
- 7. Office
- 8. Retail
- 9. Restaurant/Food
- 10. Motel/Hotel
- 11. Planned Unit Development
- 12. Forest/Recreational
- 13. Automotive Service
- 14. Special Use
- 15. Non - Conforming Use
- 16. Other
- 17. Not Zoned

Q. *DOCUMENTS ON FILE

- 1. Business License
- 2. Easements
- 3. Furniture & Fixtures
- 4. Financial
- 5. Inventory
- 6. Leases
- 7. Liquor License
- 8. Radon Test
- 9. Legal Description
- 10. Special Assessment
- 11. Environmental Report
- 12. Personal Property List
- 13. Soils Test
- 14. Survey
- 15. Water Rights
- 16. Tax Returns
- 17. Well Test
- 18. Septic Inspection
- 19. Abstract
- 20. Agency Disclosure
- 21. Green Disclosure
- 22. Deed Restrictions
- 23. Master Deed
- 24. Title Insurance
- 25. Utility Bills
- 26. Energy Audit
- 27. Other
- 28. Online
- 29. None

R. *UNIVERSAL DESIGN/BARRIER FREE

- 1. Widened Doors
- 2. Extra Wide Hallways
- 3. Main Floor Access
- 4. No Steps Entry
- 5. Covered Entrance
- 6. Ramped Entrance
- 7. Roll-in Shower
- 8. Low Threshold Shower
- 9. Raised Toilet
- 10. Bathroom Sink
- 11. Kitchen Sink
- 12. Grab Bars
- 13. Hand Rails
- 14. Levered Door Knobs
- 15. Lowered Light Switches
- 16. Rocker Light Switch
- 17. Elevator
- 18. Other
- 19. None

S. * POSSESSION

- 1. At Closing
- 2. Within 30 Days
- 3. 30-60 Days After Closing
- 4. Negotiable

- 5. Month to Month Tenant
- 6. Long-Term Tenant
- 7. Subject to Tenants Rights
- 8. Other

T. *TERMS

- 1. Conventional Mortgage
- 2. Purchase Money Mortgage
- 3. Commercial Loan
- 4. Cash
- 5. Gross Lease
- 6. Net Lease (NNN)
- 7. Modified Gross Lease
- 8. Other Lease
- 9. VA
- 10. Owner Assist (L/C)
- 11. Rent with Option
- 12. 1031 Exchange
- 13. Build to Suit
- 14. Sale/Leaseback
- 15. FNMA
- 16. Other

U. ENERGY EFFICIENT

- 1. Energy Star Appliances
- 2. Energy Efficient Windows
- 3. Low-E Windows
- 4. Energy Star Rating
- 5. Chemical-free Insulation
- 6. Thermal Mass Const
- 7. Other
- 8. Not Applicable

V. RENEWABLE

- 1. Passive Solar Heating
- 2. Active Solar Heating
- 3. Solar Electricity
- 4. Energy Star Rated Furnace
- 5. Energy Star Rated A/C
- 6. In-floor Radiant Heating
- 7. Tankless Water Heater
- 8. Programmable Thermostat
- 9. Low or No VOC Finishes
- 10. Recycled/Locally Sourced Materials
- 11. Sustainable Flooring
- 10. Windmill
- 11. Other
- 12. Not Applicable

W. WATER CONSERVATION

- 1. Rain Water Collection
- 2. Drought-resistant Landscape
- 3. Automatic Faucets
- 4. Gray Water Reuse
- 5. Low Flow Faucet Restrictors
- 6. Shower Head Restrictors
- 7. Low Flow Toilets
- 8. Other
- 9. Not Applicable

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