

BUSINESS/COMMERCIAL SALE OR LEASE

Areas not shaded are required. **MLS#:** _____

LISTING INFORMATION

Status (check one) Active Sold Comp
List Price Value Range (\pm - low, \pm - high, \pm - middle)
List Date Exp. Date
MM/DD/YY MM/DD/YY

LOCATION

Location Other Marketing Area (Township Properties Only)
County State
Parcel ID.
Street # Direction N/S/E/W
Street Name
Inc. St, Ave, Dr etc.
Unit #
C/T/V Taxing Municipality
(City / Town / Village) Mailing City
Zip
Directions: _____

LISTING BROKER INFORMATION

Listing Agent Name _____
Subagent Commission (enter \$ or %)
Buyer Agent Commission (enter \$ or %)
Named Exceptions Variable Commission Multiple Representation
Y/N Y/N Y/N/D
Licensee Interest Limited Service D=Also consents to Designated Agency
Y/N Y/N
Subject to Policy Letter Exclusive Agency Internet/IDX
Y/N Y=Right to sell by owner Y/N X=without street address Y/N/X

BUILDING DESCRIPTION

Real estate for sale Y/N Business for sale Y/N For lease only Y/N
Annual Rent Per Sq. Feet (LEASE ONLY) Total Units/Bldg.
Building Gross SqFt Net Leasable SqFt
Approx. Bldg. Dimen. x
Street Frontage Parking Fees/Mo.
Onsite Parking # of Stories
Estimated Age 0=New/999=unknown Ceiling Height: Min. Max.
Number of Loading Docks

Legal Description
(include lot & block #)

Zoning
Lot Size
Dimensions or Number of Acres
Owner
Trade name

ASSESSMENT & TAXES

Land Assessment
Improvements
Total Assessment Year
Net Taxes Year
(After other taxes, specials & lottery credit if applicable.)

ANNUAL INCOME/EXPENSES

Income/Expenses Year

Gross Operating Income
(Inc. Calc Vacancy Factor)

Gross Sales
(Exclude Direct Costs)

Gross Rental Income

Vacancy %

Personal Property Tax Year

Annual Operating Exp.

Net Operating Income

Est. Value of Inventory

UNIT INFORMATION

Unit	Lease Type (Gross, Triple Net, Modified)	Lease Exp. Date (MM/DD/YYYY or Number of Years)	Renewal Option (Y/N)	Base Annual Rent	Annual Rent/SqFt	Other Fees/SqFt	Gross SqFt
1	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
2	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
3	<input type="text"/>	<input type="text"/>	<input type="checkbox"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

MLS Remarks: (Up to 512 characters) (Feel free to attach typed remarks)

Additional Remarks for WISCONSINHOMES.COM (Up to 100 characters) (Will display after MLS remarks)

Broker to Broker Information: (Up to 255 characters) (All agent contact info must be limited to this area)

Business/Commercial Features. Circle the appropriate features. At least one entry is required under EVERY Feature.

- | | | | | |
|--|---|---|--|---|
| <p>A. Type</p> <ol style="list-style-type: none"> 1 Retail 2 Office 3 Service 4 Restaurant/Supper Club 5 Tavern 6 Wholesale 7 Manufacturing 8 Warehouse 9 Industrial 10 Recreation 11 Motel/Hotel/Bed & Breakfast 12 Automotive 13 Grocery 14 School 15 Church 16 Gas station 17 Day care 18 Beauty/barber 19 Shopping center 20 Mixed use 21 Apartment building 22 Vacant land 23 CBRF 24 Other 25 Commercial Condo <p>B. Location</p> <ol style="list-style-type: none"> 1 Business district 2 Shopping center 3 Free standing 4 Residential area 5 Industrial park 6 Corner 7 Near Major Highway 8 N/A 9 Other <p>C. Present Use</p> <ol style="list-style-type: none"> 1 Retail 2 Office 3 Service 4 Restaurant/Supper Club 5 Tavern 6 Wholesale 7 Manufacturing 8 Warehouse 9 Industrial 10 Recreation 11 Motel/Hotel/Bed & Breakfast 12 Automotive 13 Grocery 14 School 15 Church 16 Gas station 17 Day care 18 Beauty/barber shop 19 Shopping center 20 Mixed use 21 Apartment building 22 Vacant land 23 CBRF 24 Living quarters 25 All vacant 26 Other | <p>D. Exterior Treatment</p> <ol style="list-style-type: none"> 1 Masonry 2 Wood 3 Brick/Stone 4 Vinyl 5 Aluminum 6 Steel 7 Block 8 Concrete 9 Stucco 10 Fiber cement 11 Glass 12 N/A 13 Other <p>E. Building Framing</p> <ol style="list-style-type: none"> 1 Masonry 2 Wood frame 3 Brick 4 Stone 5 Aluminum 6 Steel frame 7 Block 8 Concrete 9 Floor Joists 10 Pre-cast concrete 11 Bar joists 12 Concrete slab 13 Wood joists 14 Light weight concrete 15 Heavy Load 16 Steel joists 17 Other <p>F. Roofing</p> <ol style="list-style-type: none"> 1 Composition 2 Tar & gravel 3 Metal 4 Tile/Concrete 5 All flat 6 Partially flat 7 Rubber/membrane 8 N/A 9 Other <p>G. Water/Waste</p> <ol style="list-style-type: none"> 1 Municipal water 2 Well 3 Joint well 4 Municipal sewer 5 Non-municipal/Private Disposal 6 Holding tank 7 N/A 8 Other <p>H. Heating/Cooling</p> <ol style="list-style-type: none"> 1 Forced air 2 Heat pump 3 Steam 4 Hot water 5 Radiant electric 6 Central air 7 Window/wall AC 8 N/A 9 Other | <p>I. Fuel</p> <ol style="list-style-type: none"> 1 Natural gas 2 Electric 3 Oil 4 Liquid propane 5 Solar-active 6 Solar-passive 7 Wood 8 N/A 9 Other <p>J. Building Parking</p> <ol style="list-style-type: none"> 1 No Parking 2 1-5 spaces 3 6-10 spaces 4 11-20 spaces 5 21-35 spaces 6 36-55 spaces 7 56 or more spaces 8 Offsite 9 Onsite 10 Paved 11 Gravel 12 Enclosed 13 Underground 14 Ramp 15 Shared 16 Parking fee extra 17 N/A 18 Other <p>K. Seating Capacity</p> <ol style="list-style-type: none"> 1 1-10 persons 2 11-20 persons 3 21-30 persons 4 31-50 persons 5 51-75 persons 6 76-100 persons 7 Over 100 persons 8 N/A <p>L. Licenses</p> <ol style="list-style-type: none"> 1 None 2 Food 3 Liquor 4 Beer 5 Wine 6 Tobacco 7 Cabaret 8 Special use 10 Other <p>M. Sale Includes</p> <ol style="list-style-type: none"> 1 Business name 2 Franchise 3 Lease(s) 4 Easements 5 Covenants 6 Assets Only 7 Options 8 All equipment 9 Some equipment 10 Phone System 11 Inventory 12 Receivables 13 Customer list 14 Signs 15 All furniture | <p>16 Some furniture</p> <p>17 N/A</p> <p>18 Other</p> <p>19 Structure on Leased Land</p> <p>N. Documents on File</p> <ol style="list-style-type: none"> 1 Lease(s) 2 Fixtures & equipment 3 Inventory list 4 P & L statement 5 Blue prints 6 Certified survey map 7 Valid weatherization certificate 8 Corporation records 9 Sales tax return 10 EPA 1 11 EPA 2 12 Cert. of occupancy 13 Property Condition Report 14 N/A 16 Deed Restrictions/Covenants <p>O. Tenant Pays</p> <ol style="list-style-type: none"> 1 Taxes 2 Heat 3 Air Conditioning 4 Electric 5 Water 6 Sewer 7 Insurance 8 Janitorial 9 Trash Services 10 Snow removal 11 Parking 12 All expenses 13 No expenses 14 N/A <p>P. Lease Type</p> <ol style="list-style-type: none"> 1 None 2 Partial net 3 Triple net 4 Gross 5 Percentage 6 Mixed lease types 7 Escalators 8 Month to month 9 Annual 10 Multiple years 11 Renewal options 12 Ground lease 13 Finishing allowance 15 Other <p>Q. Exchange</p> <ol style="list-style-type: none"> 1 No exchange 2 Will consider 3 Required 4 Cash 5 Boot 6 Paper 7 Other equity 8 N/A | <p>R. Features</p> <ol style="list-style-type: none"> 1 Loading dock(s) 2 Alley 3 Overhead doors 4 Truck door(s) 15 feet or lower 5 Truck door(s) higher than 15 feet 6 Ramp 7 Conveyor(s) 8 Freight elevator 9 Passenger elevator 10 Public rest rooms 11 Private Restrooms 12 Shared Restrooms 13 Residential unit(s) 14 Less than 440 volt 15 440+ volt 16 3 phase electric 17 Network Cabling 18 Shared conference room 19 Reception area 20 Signage available 21 Display window 22 ADA compliance 23 Security system 24 Security fence 25 Internal sprinkler 26 Smoke detector(s) 27 Rail 28 Inside storage 29 Outside storage 30 N/A <p>S. Miscellaneous</p> <ol style="list-style-type: none"> 1 Waterfront 2 Fuel tanks present 4 N/A <p>T. Terms/Option</p> <ol style="list-style-type: none"> 1 Cash 2 Assumption 3 Exchange 4 Seller first 5 Seller second 6 Land contract 7 Lease back 8 Lease available 9 Real estate purchase option 10 Non-conforming w/zoning 12 N/A 13 Other 14 Auction 15 Short sale 16 REO <p>U. Occupied by/Occupancy</p> <ol style="list-style-type: none"> 1 Owner 2 Tenant(s) 3 Vacant 4 At closing 5 Immediate 7 Subject to tenant 8 Other |
|--|---|---|--|---|

revised 9/2010

Open House Date /
MM/DD/YY

Open House Time

Virtual Tour url _____

Broker Open Date /
MM/DD/YY

Broker Open Time

Broker Open Comments: (Up to 100 characters) _____

SHOWING INSTRUCTIONS

Notes for Showing Agent: (Up to 512 characters) _____

COMPLETE THIS SECTION ONLY IF YOUR FIRM USES THE SCWMLS SPONSORED APPOINTMENT SYSTEM

Appointment Type	Allow Overlapping Appointments	Is Property Occupied?	Appraisal/Inspection Requests
<input type="checkbox"/> Appointment Required	<input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Refer to Listing Agent
<input type="checkbox"/> Go and Show	<input type="checkbox"/> Yes, Alert showing agent		<input type="checkbox"/> Handle Via Appointment Center
<input type="checkbox"/> Notify Homeowner/Tenant	<input type="checkbox"/> Yes, No need to alert showing agent		
<input type="checkbox"/> Notify Listing Agent			

Lockbox Type	Lockbox Location/Combo/Notes
<input type="checkbox"/> Supra	_____
<input type="checkbox"/> Combo	_____
<input type="checkbox"/> Other	_____
<input type="checkbox"/> None	

Alarm Disarm Code _____ **Alarm Arm Code** _____ **Alarm Pass Code** _____

Alarm Pad Location/Notes _____

Notes for Appointment Staff: (Up to 512 characters) _____

Confirm Showings With	Showing Contact List	Phone	Email
<input type="checkbox"/> Homeowner/Tenant	Name		
<input type="checkbox"/> Listing Agent	1 st Contact	_____	_____
<input type="checkbox"/> No Confirmation Needed	2 nd Contact	_____	_____
	3 rd Contact	_____	_____

Address _____