# 6. BUSINESS/COMMERCIAL SALE OR LEASE

Areas not shaded are required. MLS#:_________________

## LISTING INFORMATION

<table>
<thead>
<tr>
<th>Status (check one)</th>
<th></th>
<th>Active</th>
<th></th>
<th>Sold Comp</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>List Price</td>
<td></td>
<td></td>
<td></td>
<td>Value Range (  low  - high  - middle )</td>
<td></td>
</tr>
<tr>
<td>List Date</td>
<td>MM/DD/YY</td>
<td></td>
<td>Exp. Date</td>
<td>MM/DD/YY</td>
<td></td>
</tr>
</tbody>
</table>

## LOCATION

<table>
<thead>
<tr>
<th>Location</th>
<th>Other Marketing Area</th>
<th>(Township Properties Only)</th>
</tr>
</thead>
<tbody>
<tr>
<td>County</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Parcel ID.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street #</td>
<td>Direction N/S/E/W</td>
<td></td>
</tr>
<tr>
<td>Street Name</td>
<td>Inc. St, Ave, Dr etc.</td>
<td></td>
</tr>
<tr>
<td>Unit #</td>
<td></td>
<td></td>
</tr>
<tr>
<td>C/T/V</td>
<td>Municipality</td>
<td></td>
</tr>
<tr>
<td>(City/Town/Village)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Zip</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Directions:</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## LISTING BROKER INFORMATION

<table>
<thead>
<tr>
<th>Listing Agent Name</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Subagent Commission (enter $ or %)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Buyer Agent Commission (enter $ or %)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Named Exceptions</td>
<td>Y/N</td>
<td>Variable Commission</td>
</tr>
<tr>
<td>Licensee Interest</td>
<td>Y/N</td>
<td>Limited Service</td>
</tr>
<tr>
<td>Subject to Policy Letter</td>
<td>Y/N</td>
<td>Exclusive Agency</td>
</tr>
</tbody>
</table>

## BUILDING DESCRIPTION

<table>
<thead>
<tr>
<th>Real estate for sale</th>
<th>Y/N</th>
<th>Business for sale</th>
<th>Y/N</th>
<th>For lease only</th>
<th>Y/N</th>
</tr>
</thead>
<tbody>
<tr>
<td>Annual Rent Per Sq. Feet</td>
<td></td>
<td>(LEASE ONLY)</td>
<td></td>
<td>Total Units/Bldg.</td>
<td></td>
</tr>
<tr>
<td>Building Gross SqFt</td>
<td></td>
<td>Net Leasable SqFt</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Approx. Bldg. Dimen.</td>
<td>x</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Frontage</td>
<td></td>
<td>Parking Fees/Mo.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Onsite Parking</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Estimated Age</td>
<td></td>
<td>Ceiling Height: Min.</td>
<td></td>
<td>Max.</td>
<td></td>
</tr>
<tr>
<td>Number of Loading Docks</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

## ASSESSMENT & TAXES

| Land Assessment |  | |
| Innovations |  | Total Assessment | Year |  |
| Net Taxes | Year |  |
| (After other taxes, specials & lottery credit if applicable.) |  |  |  |
### ANNUAL INCOME/EXPENSES

<table>
<thead>
<tr>
<th>Income/Expenses Year</th>
<th>Personal Property Tax</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gross Operating Income (Inc. Calc Vacancy Factor)</th>
<th>Annual Operating Exp.</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gross Sales (Exclude Direct Costs)</th>
<th>Net Operating Income</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Gross Rental Income</th>
<th>Est. Value of Inventory</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Vacancy %</th>
<th></th>
</tr>
</thead>
</table>

### UNIT INFORMATION

<table>
<thead>
<tr>
<th>Unit</th>
<th>Lease Type (Gross, Triple Net, Modified)</th>
<th>Lease Exp. Date (MM/DD/YYYY or Number of Years)</th>
<th>Renewal Option (Y/N)</th>
<th>Base Annual Rent</th>
<th>Annual Rent/SqFt</th>
<th>Other Fees/SqFt</th>
<th>Gross SqFt</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**MLS Remarks:** (approximately 500 characters) (feel free to attach typed remarks)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

**Additional Remarks for WISCONSINHOMES.COM** (Will display after MLS remarks) (approximately 100 characters)

________________________________________________________________________

**Broker to Broker Information:** (approximately 100 characters) (All agent contact info must be limited to this area)

________________________________________________________________________

**Address**
### Business/Commercial Features

Circle the appropriate features. At least one entry is required under EVERY Feature.

#### A. Type
- [ ] Retail
- [ ] Office
- [ ] Service
- [ ] Restaurant/Supper Club
- [ ] Tavern
- [ ] Wholesale
- [ ] Manufacturing
- [ ] Warehouse
- [ ] Industrial
- [ ] Recreation
- [ ] Motel/Hotel/Bed & Breakfast
- [ ] Automotive
- [ ] Grocery
- [ ] School
- [ ] Church
- [ ] Gas station
- [ ] Day care
- [ ] Beauty/barber
- [ ] Shopping center
- [ ] Mixed use
- [ ] Apartment building
- [ ] Vacant land
- [ ] CBRF
- [ ] Vacant
- [ ] All vacant

#### B. Location
- [ ] Business district
- [ ] Shopping center
- [ ] Free standing
- [ ] Residential area
- [ ] Industrial park
- [ ] Corner
- [ ] Near Major Highway
- [ ] N/A
- [ ] Other

#### C. Present Use
- [ ] Retail
- [ ] Office
- [ ] Service
- [ ] Restaurant/Supper Club
- [ ] Tavern
- [ ] Wholesale
- [ ] Manufacturing
- [ ] Warehouse
- [ ] Industrial
- [ ] Recreation
- [ ] Motel/Hotel/Bed & Breakfast
- [ ] Automotive
- [ ] Grocery
- [ ] School
- [ ] Church
- [ ] Gas station
- [ ] Day care
- [ ] Beauty/barber
- [ ] Shopping center
- [ ] Mixed use
- [ ] Apartment building
- [ ] Vacant land
- [ ] CBRF
- [ ] Vacant
- [ ] All vacant

#### D. Exterior Treatment
- [ ] Masonry
- [ ] Wood
- [ ] Brick/Stone
- [ ] Vinyl
- [ ] Aluminum
- [ ] Steel
- [ ] Block
- [ ] Concrete
- [ ] Stucco
- [ ] Fiber cement
- [ ] Glass
- [ ] N/A
- [ ] Other

#### E. Building Framing
- [ ] Masonry
- [ ] Wood frame
- [ ] Brick
- [ ] Stone
- [ ] Aluminum
- [ ] Steel frame
- [ ] Block
- [ ] Concrete
- [ ] Floor Joists
- [ ] Pre-cast concrete
- [ ] Bar joists
- [ ] Concrete slab
- [ ] Wood joists
- [ ] Light weight concrete
- [ ] Heavy Load
- [ ] Steel joists
- [ ] N/A
- [ ] Other

#### F. Roofing
- [ ] Composition
- [ ] Tar & gravel
- [ ] Metal
- [ ] Tile/Concrete
- [ ] All flat
- [ ] Partially flat
- [ ] Rubber/membrane
- [ ] N/A
- [ ] Other

#### G. Water/Waste
- [ ] Municipal water
- [ ] Well
- [ ] Joint well
- [ ] Municipal sewer
- [ ] Non-municipal/Private Disposal
- [ ] Holding tank
- [ ] N/A
- [ ] Other

#### H. Heating/Cooling
- [ ] Forced air
- [ ] Heat pump
- [ ] Steam
- [ ] Hot water
- [ ] Radiant electric
- [ ] Central air
- [ ] Window/wall AC
- [ ] N/A
- [ ] Other

#### I. Fuel
- [ ] Natural gas
- [ ] Electric
- [ ] Oil
- [ ] Liquid propane
- [ ] Solar-active
- [ ] Solar-passive
- [ ] Wood
- [ ] N/A
- [ ] Other

#### J. Building Parking
- [ ] No Parking
- [ ] 1-5 spaces
- [ ] 6-10 spaces
- [ ] 11-20 spaces
- [ ] 21-35 spaces
- [ ] 36-55 spaces
- [ ] 56 or more spaces
- [ ] Offsite
- [ ] Onsite
- [ ] Paved
- [ ] Gravel
- [ ] Enclosed
- [ ] Underground
- [ ] Ramp
- [ ] Shared
- [ ] Parking fee extra
- [ ] N/A
- [ ] Other

#### K. Seating Capacity
- [ ] 1-10 persons
- [ ] 11-20 persons
- [ ] 21-30 persons
- [ ] 31-50 persons
- [ ] 51-75 persons
- [ ] 76-100 persons
- [ ] Over 100 persons
- [ ] N/A
- [ ] Other

#### L. Licenses
- [ ] None
- [ ] Partial net
- [ ] Triple net
- [ ] Gross
- [ ] Percentage
- [ ] Mixed lease types
- [ ] Escalators
- [ ] Month to month
- [ ] Annual
- [ ] Multiple years
- [ ] Renewal options
- [ ] Ground lease
- [ ] Finishing allowance
- [ ] N/A
- [ ] Other

#### M. Sale Includes
- [ ] Business name
- [ ] Franchise
- [ ] Lease(s)
- [ ] Easements
- [ ] Covenants
- [ ] Assets Only
- [ ] Options
- [ ] All equipment
- [ ] Some equipment
- [ ] Phone System
- [ ] Inventory
- [ ] Receivables
- [ ] Customer list
- [ ] Signs
- [ ] All furniture
- [ ] Some furniture
- [ ] N/A
- [ ] Other

#### N. Documents on File
- [ ] Lease(s)
- [ ] Fixtures & equipment
- [ ] Inventory list
- [ ] P & L statement
- [ ] Blue prints
- [ ] Certified survey map
- [ ] Valid weatherization certificate
- [ ] Corporation records
- [ ] Sales tax return
- [ ] EPA 1
- [ ] EPA 2
- [ ] Cert. of occupancy
- [ ] Property Condition Report
- [ ] N/A
- [ ] Other
- [ ] Deed Restrictions/Covenants

#### O. Tenant Pays
- [ ] None
- [ ] Heat
- [ ] Air Conditioning
- [ ] Electric
- [ ] Water
- [ ] Sewer
- [ ] Insurance
- [ ] Janitorial
- [ ] Trash Services
- [ ] Snow removal
- [ ] Parking
- [ ] All expenses
- [ ] No expenses
- [ ] N/A
- [ ] Other

#### P. Lease Type
- [ ] None
- [ ] Partial net
- [ ] Triple net
- [ ] Gross
- [ ] Percentage
- [ ] Mixed lease types
- [ ] Escalators
- [ ] Month to month
- [ ] Annual
- [ ] Multiple years
- [ ] Renewal options
- [ ] Ground lease
- [ ] Finishing allowance
- [ ] N/A
- [ ] Other

#### Q. Exchange
- [ ] None
- [ ] Cash
- [ ] Boot
- [ ] Paper
- [ ] Other equity
- [ ] N/A
- [ ] Other

#### R. Features
- [ ] Loading dock(s)
- [ ] Alley
- [ ] Loading dock(s)
- [ ] Phone System
- [ ] Inventory
- [ ] Receivables
- [ ] Customer list
- [ ] Signs
- [ ] All furniture
- [ ] Some furniture
- [ ] N/A
- [ ] Other

#### S. Miscellaneous
- [ ] Waterfront
- [ ] Fuel tanks present
- [ ] See info on agent website
- [ ] N/A
- [ ] Other

#### T. Terms/Option
- [ ] Cash
- [ ] Assumption
- [ ] Exchange
- [ ] Seller first
- [ ] Seller second
- [ ] Land contract
- [ ] Lease back
- [ ] Lease available
- [ ] Real estate purchase option
- [ ] Non-conforming w/zoning
- [ ] See broker info. line
- [ ] N/A
- [ ] Other

#### U. Occupied by/Occupancy
- [ ] Owner
- [ ] Tenant(s)
- [ ] Vacant
- [ ] Occupancy
- [ ] At closing
- [ ] Immediate
- [ ] Negotiable
- [ ] Subject to tenant
- [ ] Other

---

Address ____________________________

(revised 7/2006)