

KEYSTONE MLS NETWORK

Commercial - Industrial - Business - LEASE

Office Name _____
Office Phone _____

Agent Name _____
Agent Phone _____

County _____ MLS# _____ Street # _____ Direction _____ Street Name _____ Street Suffix _____ Lot # _____ City _____ State _____ Zip _____

List Price _____ List Date _____ Expiration Date _____ Owner _____ TL% _____ SA% _____ BA% _____ Dual Rate Y/N _____ Lease Commission _____ Disc'l Terms/Etc. Y/N _____

Type (Bus, Com, Ind) _____ Realtor.com (Commercial) _____ Lot Size _____ Total Acres _____ Year Built _____ Total Units # Efoy Units #1 Bed Units #2 Bed Units #3 Bed Units # Full Baths # Half Baths Franklin Map Page Map Column Map Row

School District _____ Municipality/Township _____ APN#/Tax ID _____ Deed Reference # _____ Deed Record Date _____ Assessment _____ Location/Development _____

Zoning _____ PUD/HOA Contact Name _____ PUD/HOA Contact Phone _____

Directions _____

Public Remarks _____

Agent Remarks _____

Office Remarks _____

TAXES _____

Annual County Tax _____ Annual Municipal Tax _____ Annual School Tax _____

SQUARE FOOTAGES _____

Available Office SqFt _____ Available Retail SqFt _____ Available Warehouse SqFt _____ Gross SqFt _____ \$ Per SqFt _____

INCOME & EXPENSES _____

Annual Lease _____ CAM Rate Per SqFt _____ Gross Income _____ Monthly Lease _____ Net Income _____ Operating Expenses _____ % Share of Tax _____ Taxes Per SqFt _____ Total Taxes _____

MISCELLANEOUS _____

Allocated Parking Spaces _____ # Off Street Parking Spaces _____ Asm/Condo/Pk Annual Fee _____ Mixed Use Y/N _____ Road Frontage _____

Sr Concession Y/N _____ Concession \$ _____ Mortgage \$ _____ Interest % _____ Selling Price _____ Projected Settlement Date _____ Settlement Date _____ Financing _____ Selling Ctr _____ Selling Agt _____ Status _____

Keystone COMMERCIAL, INDUSTRIAL and BUSINESS - LEASE Details

- A: SALE** (4)
 1. Build to Suit
 2. Land Lease
 3. Lease
 4. Real Estate
 50. Other-See Remarks
- B: CURRENT USE** (25)
 1. Agriculture
 2. Apartment Building
 3. Automotive
 4. Barber/Beauty Shop
 5. Bed & Breakfast
 6. Business & Lease
 7. Campground
 8. Car Wash
 9. Church
 10. Commercial
 11. Distributor
 12. Flex Space
 13. Floral Service
 14. Food Services
 15. Garage/Repair
 16. Heavy Manufacturing
 17. Hotel/Motel
 18. Industrial
 19. Institutional
 20. Laundromat
 21. Light Manufacturing
 22. Liquor Store
 23. Marina
 24. Medical/Dental
 25. Mini Storage
 26. Mobile Home Park
 27. Office
 28. Recreational
 29. Residential
 30. Restaurant
 31. Retail Space
 32. School
 33. Shopping Center
 34. Special Purpose
 35. Tavern
 36. Warehouse
 50. Other-See Remarks
- C: POSSIBLE USE** (20)
 1. Agriculture
 2. Apartment Building
 3. Automotive
 4. Barber/Beauty Shop
 5. Bed & Breakfast
 6. Business & Lease
 7. Campground
 8. Car Wash
 9. Church
 10. Commercial
 11. Distributor
 12. Flex Space
 13. Floral Service
 14. Food Services
 15. Garage/Repair
 16. Heavy Manufacturing
 17. Hotel/Motel
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 27. Office
 28. Recreational
 29. Residential
 30. Restaurant
 31. Retail Space
 32. School
 33. Shopping Center
 34. Special Purpose
 35. Tavern
 36. Warehouse
 50. Other-See Remarks
- D: CONSTRUCTION** (2)
 1. Masonry
 2. Not Applicable
 3. Pre-engineered
 4. Steel
 5. Wood
 50. Other-See Remarks
- E: EXTERIOR** (4)
 1. Brick
 2. Concrete Block
 3. Dryvit/EFIS
 4. Metal
 5. Not Applicable
 6. Pre-Cast
 7. Wood
 50. Other-See Remarks
- F: ROOF** (4)
 1. Built-Up
 2. Flat
 3. Metal
 4. Pitched
 5. Rubber
 6. Shingle
 50. Other-See Remarks
- G: LOT SIZE** (1)
 1. No Land
 2. Less than .25ac
 3. .25ac to less than .50ac
 4. .50ac to less than 1ac
 5. 1ac to less than 2ac
 6. 2ac to less than 4ac
 7. 4ac to less than 10ac
 8. 10ac to less than 25ac
 9. 25ac to less than 50ac
 10. 50ac to less than 75ac
 11. 75ac to less than 100ac
 12. 100ac to less than 200ac
 13. 200+ acres
 50. Other-See Remarks
- H: ZONING** (2)
 1. Agricultural
 2. Central Business Dist.
 3. Commercial
 4. Conservation
 5. Historic District
 6. Industrial
 7. No Zoning
 8. Office
 9. PRD-PUD
 10. Res/Multi-Family
 11. Residential
 50. Other-See Remarks
- I: LOCATION** (6)
 1. Corner
 2. Downtown/Urban
 3. Enterprise Zone
 4. Highway
 5. Historic District
 6. Industrial Park
 7. KOZ
 8. Mall
 9. Out Parcel
 10. Pad Site
 11. Professional Center
 12. Residential Area
 13. Rural
 14. Shopping Center
 15. Strip Center
 16. Suburban
 50. Other-See Remarks
- J: TOPOGRAPHY** (3)
 1. Flood Plain
 2. Level
 3. Sloping
 4. Wooded
 50. Other-See Remarks
- K: IMPROVEMENT HGTS** (3)
 1. 1 Story
 2. 2 Story
 3. 3 Story
 4. Over 3
 50. Other-See Remarks
- L: CEILING HGTS** (3)
 1. Less than 8 ft
 2. 8-10 ft
 3. 11-14 ft
 4. 15-18 ft
 5. 19-22 ft
 6. 23-25 ft
 7. Over 26 ft
 8. Various
 50. Other-See Remarks
- M: ELECTRICAL SYSTEM** (4)
 1. 50-200 amps
 2. 300-400 amps
 3. 500-800 amps
 4. 900-1.5k amps
 5. 1.6k+ amps
 6. 110 volt
 7. 220 volt
 8. 440 volt
 9. 3 Phase
 50. Other-See Remarks
- N: HOT WATER** (2)
 1. None
 2. Electric
 3. Gas
 4. Oil
 5. Propane
 6. Solar
 50. Other-See Remarks
- O: HVAC** (4)
 1. Central Air
 2. Electric
 3. Gas
 4. Heat Pump
 5. No Heat
 6. Oil
 7. Propane
 8. Wall/Window AC Units
 50. Other-See Remarks
- P: WATER** (2)
 1. On Site
 2. Public Water
 50. Other-See Remarks
- Q: SEWER** (2)
 1. On Site
 2. Public Sewer
 50. Other-See Remarks
- R: UTILITIES AVAIL** (7)
 1. Above Ground Utilities
 2. Cable TV
 3. Electric
 4. Gas
 5. Propane
 6. Sewer
 7. Underground Utilities
 8. Water
 50. Other-See Remarks
- S: PARKING** (5)
 1. None
 2. Covered
 3. Leased
 4. Off Site—Private
 5. Off Site—Public
 6. On Site
 7. Secured
 50. Other-See Remarks
- T: FEATURES/AMENS** (15)
 1. Basement
 2. Beer Distributor License
 3. Beer License
 4. Carpets
 5. Concrete Floors
 6. Conveyor System
 7. Exhaust System
 8. Fenced
 9. Freight Elevator
 10. Handicap Access
 11. Liquor License
 12. Outside Storage
 13. Overhead Cranes
 14. Passenger Elevator
 15. Private Restrooms
 16. Public Restrooms
 17. Security System
 18. Smoke Detectors
 19. Sprinkler System
 20. Trade Fixtures Included
 21. Wood Floors
 50. Other-See Remarks
- U: FUEL TANKS** (2)
 1. None
 2. Above Ground
 3. Underground
 4. Unknown
 50. Other-See Remarks
- V: TRUCK DOORS** (2)
 1. 1-5 Grade
 2. 6-10 Grade
 3. 11+ Grade
 4. 1-5 Loading Docks
 5. 6-10 Loading Docks
 6. 11+ Loading Docks
 7. Not Applicable
 50. Other-See Remarks
- W: TRUCK DOOR HGT** (2)
 1. 1-7 ft
 2. 8-9 ft
 3. 10-11 ft
 4. 12-14 ft
 5. 15+ ft
 6. Drive-In
 7. Not Applicable
 50. Other-See Remarks
- X: RAIL** (2)
 1. None
 2. Abandoned
 3. Potential
 4. Siding/Spur
 50. Other-See Remarks
- Y: ROAD ACCESS** (6)
 1. City Road
 2. Easements
 3. Interchange
 4. Interstate
 5. No Frontage
 6. Private Road
 7. Right of Way
 8. Road Frontage (Specify)
 9. Road Permits Required
 10. State Road
 11. Township Road
 12. US Highway
 50. Other-See Remarks
- Z: LEASE SPACE INCL** (7)
 1. Build Out Allowance
 2. Common Lavatory
 3. Finished As Is
 4. Finished Turn Key
 5. Full Maintenance
 6. Handicap Access
 7. Janitorial Service
 8. Multi-Level
 9. Not Applicable
 10. Offices
 11. Private Lavatory
 12. Separate Signage
 13. Single Level
 14. Unfinished As Is
 50. Other-See Remarks
- AA: LEASE TYPE** (2)
 1. Absolute Net
 2. Double Net
 3. Gross
 4. Ground Lease
 5. Net
 6. Not Applicable
 7. Triple Net
 50. Other-See Remarks
- BB: OCCUPANCY** (3)
 1. Fully Occupied
 2. Ownr Occ-to Lease Bck
 3. Owner Occ-to Vacate
 4. Partially Occupied
 5. Tenant Occ-to Vacate
 6. Vacant
 50. Other-See Remarks
- CC: TENANT PAYS** (12)
 1. Assoc/Condo Fees
 2. Cable TV
 3. CAM
 4. Electricity
 5. Gas
 6. Heat
 7. Hot Water
 8. Insurance
 9. Janitorial
 10. Lawn
 11. Not Applicable
 12. Parking
 13. Sewer
 14. Snow Removal
 15. Taxes
 16. Trash
 17. Water
 50. Other-See Remarks
- DD: TERMS OF TENANCY** (2)
 1. Long Term
 2. Month to Month
 3. Not Applicable
 4. Vacant
 5. Year to Year
 50. Other-See Remarks
- EE: LEASE INCLUDES** (10)
 1. Assoc/Condo Fees
 2. Cable TV
 3. CAM
 4. Electricity
 5. Gas
 6. Heat
 7. Hot Water
 8. Insurance
 9. Janitorial
 10. Lawn
 11. Not Applicable
 12. Parking
 13. Sewer
 14. Snow Removal
 15. Taxes
 16. Trash
 17. Water
 50. Other-See Remarks
- FF: ASC/CONDO FEE INC** (5)
 1. Exterior Maintenance
 2. Lawn Maintenance
 3. Sewer
 4. Snow Removal
 5. Trash
 6. Water
 50. Other-See Remarks
- GG: DOCUMENTS** (20)
 1. Accounting Statements
 2. Aerial Photographs
 3. Appraisal
 4. Architectural Drawings
 5. Building Plan
 6. Contracts/Covenants
 7. Copy of Lease(s)
 8. Deed Restrictions
 9. Demographics
 10. Engineering Study
 11. Environmental Assmt
 12. Equipment List
 13. Governmt Approvals
 14. Inventory List
 15. Investment Analysis
 16. L&I Drawings
 17. Licenses
 18. Occupancy Permit
 19. Plot Plan
 20. Right of Way/Easemnts
 21. Soil Analysis/Survey
 22. Survey
 23. Tax Return Available
 24. Topography Map
 25. Wetland Study
 50. Other-See Remarks
- HH: FORM OF OWNERSHP** (2)
 1. Condominium
 2. Fee Simple
 3. Leasehold
 50. Other-See Remarks
- UU: POSSESSION** (4)
 1. Crops Reserved
 2. Immediate
 3. Negotiable
 4. Settlement
 5. Subject to Lease
 50. Other-See Remarks
- VV: SHOWING INSTRCTS** (8)
 1. Call Listing Agent
 2. Call Listing Office
 3. Key In Office
 4. LA Must Accompany
 5. Lockbox-Combination
 6. Lockbox-Electronic
 7. No Sign On Property
 8. Notice Required
 9. Show Anytime
 10. Virtual Tour
 50. Other-See Remarks
- WW: ADDRSS EXCLSNS** (5)
 1. Exclude None
 2. Exclude All
 3. REALTOR.com
 4. IDX Sites
 5. MLS Public Site
 6. VOW Sites
 7. Print
 8. Home Advisor
 9. CoStar
 10. LoopNet
 50. Other-See Remarks
- XX: EXCLUSIONS** (5)
 1. Exclude None
 2. Exclude All
 3. REALTOR.com
 4. IDX Sites
 5. MLS Public Site
 6. VOW Sites
 7. Print
 8. Home Advisor
 9. CoStar
 10. LoopNet
 50. Other-See Remarks
- YY: PHOTO CODE** (1)
 1. Photo Uploaded
 2. Take Photo—Bill Me
 3. To Be Built/Under Const
 50. Other-See Remarks
-
- LEASE COMMISSION**
Paid Upfront
Paid Over Time
-
- FINANCING TERMS**
1 - Assumable
2 - Cash
3 - Conventional
4 - Farm Credit
5 - FHA
6 - FmHA
7 - Installment Sale
8 - Lease Purchase
9 - Owner Financing
10 - Rent w/Option to Buy
11 - VA
12 - Ind Develop Auth
16 - Other
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