



## Fresno MLS Commercial Listing Input Form

Required fields are denoted with red asterisk(\*)

<b>*Full Name</b>				<b>Suffix</b>	
<b>*County</b>				<b>Post Direction ( N, E, S, W)</b>	
<b>*APN</b>					
<b>Street #</b>		<b>Street Name</b>		<b>Unit #</b>	
<b>*City</b>		<b>*Zip code</b>			

<b>*Listing Date</b>		<b>*Expiration Date</b>	
<b>*On Market Date</b>			

<b>*Office ID</b>		<b>*Agent ID</b>	
<b>Co-Office ID</b>		<b>Co-Agent ID</b>	

<b>*Property Subtypes</b>	<b>Primary</b>		<b>Secondary</b>		<b>Other</b>	
		Shopping Center		Shopping Center		Shopping Center
		Office		Office		Office
		Industrial		Industrial		Industrial
		Retail		Retail		Retail
		Warehouse		Warehouse		Warehouse
		Medical/Dental		Medical/Dental		Medical/Dental
		Manufacturing		Manufacturing		Manufacturing
		Showroom/Tech		Showroom/Tech		Showroom/Tech
	Other		Other		Other	

<b>*Transaction Type</b>		Lease		Sale	<b>Lease (sq ft)</b>				
					<b>Sub-Lease</b>		Yes	No	
<b>*REO/Bank Owned</b>		Yes		No	<b>Lease Type</b>		Gross	Net	Other
					<b>Available Date</b>		<b>Sub-Lease Expiration</b>		

Is listing contingent on the seller finding a replacement property?		Yes		No
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<b>Additional APN's</b>		Yes		No	<b>*Agreement Type</b>		<b>Scope Service</b>
APN #2					Exclusive Right to Sell		Entry Only
APN #3					Exclusive Agency		Limited Service
APN #4					Open		
APN #5							

<b>*Cross Street</b>		<b>*Listing Price</b>	
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<b>Public Viewable</b>		Yes		No	<b>Seller Willing to Consider Concessions</b>		Yes		No
<b>*Show Addr to Public</b>		Yes		No	<b>*Email Offer</b>		Yes		No
<b>*Show AVM on VOW</b>		Yes		No	<b>*Email</b>				
<b>*Show Comments on VOW</b>		Yes		No					

<b>Bedrooms</b>		<b>*Sq Ft Source</b>		<b>*Lot Size Source</b>				
<b>Bathrooms</b>		Seller		Seller				
		Appraiser		Appraiser				
<b>*Approx Sq Ft</b>		Tax Records		Tax Records				
<b>*Lot Size</b>		Other		Other				
<b>*Year Built</b>		<b>Or</b>		New Construction		Under Construction		Unknown

<b>Marketing Remarks</b>

<b>Agent Remarks</b>

<b>Directions to Property</b>

<b>*Potential Use</b>					
Automotive		Discount Store		Laundromat	Service Station
Bank		General Office		Material Storage	Shop-Neighborhood
Barber/Beauty Shop		Government		Medical Office	Shop-Commercial
Bowling Alley		Health Club		Motel	Shop-Regional
Church		Hospital		Private Club	Theater
Convenience Market		Hotel		Restaurant	Warehouse/Distributing
Day Care		Industrial Engineer		Restaurant-Fast Food	Warehouse/Storage
Department Store		Industrial Manufacture		Retail Store	See Remarks

<b>Office Sq Ft</b>					
<b>Census Tract</b>					
<b>Region</b>	Urban	Suburban	Foothill	Mountain	
<b>*Area</b>	Area refers to the last 3 digits of the property zip code. EX: 93711 Area=711				

<b>Stories</b>	One	Two	Three Or More	Multi/Split	Basement
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<b>Location</b>	
Corner	Mall/Strip Mall
Interior	Major Arteries
Cul De Sac	Frontage
Industrial Business Park	

<b>List Secondary MLS Sites</b>			
<b>*Additional Parking</b>			
1-5 Spaces	Over 21 Spaces	Street	
6-10 Spaces	Assigned	Public Garage	
10-20 Spaces	Covered	Unpaved	

<b>Zoning</b>	
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<b>*Access</b>					
Intersection	Major Highway	Paved Road	Country Road	Airport 2-3 Miles	
Freeway	City Street	Unimproved	Gravel Road	Airport 4-5 Miles	
State Highway	Private Road	Road Easement	Airport 1 Mile	Airport 6+ Miles	

<b>Total Buildings</b>		<b>Restrooms</b>	
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<b>Miscellaneous</b>					
Security Lighting	Railroad Spur	Freight Elevator	Additional Buildings		
Inside Storage	Railroad Access	Conveyor	Handicap Facilities		
Outside Storage	Wet Sprinklers	Truck Scale	License		
Open Span	Deck Grade	Display Window	Signage		
Fire Walls	Deck Truck	Fixtures Furnished			

<b>*Roof</b>			
Composition	Wood	Aluminum	
Concrete	Other	Asbestos Shingle	
Metal	Steel Joists	Corrugated Steel	
Tar/Gravel	Wood Joists	Shingle	
Flat	Steel Trusses	Insulated	
Tile	Built Up		

<b>Exterior</b>			
Metal	Stucco		
Concrete Block	Wood		
Tilt Wall	Other		
Brick/Block	Mason Steel		
Rock	Steel Glass		
Shingle			

<b>*Heating &amp; Cooling</b>							
Central Heat/Cool	Window Unit	No Cooling	Central Heat-Elec.				
Central Air	Office A/C	Central Heat-Gas	No Heating				

<b>Floor</b>	
Concrete Perimeter	
Laminate	
Wood Subfloor	

<b>Loading</b>			
Dock High	Vehicle Door		
Driving in Loading	Other		
Loading in Front	None		
Loading in Rear			

<b>*Water/Sewer/Gas</b>			
City Water	No Water	Gas Available	
Private Water	City Sewer	Propane Gas	
Co-op Water	Private Sewer	Natural Gas	
Well	No Sewer	Master Gas Meter	
Master Meter Well	Septic	Individual Gas	
Ind. Meter Well	Telephone Available		

<b>*Electric</b>	
Master Meter	
Individual Meter	
Electric Available	
Co-op Electric	
220 Volts	
440 Volts	
Single Phase	

<b>Fence</b>	
Chain Link	
Privacy	
Decorative	
Full	
Partial	
Electric Gate	

<b>Ceiling Height</b>	
Under 10 ft.	
10-16 ft.	
16-18 ft.	
18-22 ft.	
22-25 ft.	
Over 25 ft.	
Suspended Ceiling	
Unknown	
Other	

<b>Alarm &amp; Security System</b>	
Fire/Smoke	
Burglar	
Monitored	
Fire Sprinkler	
Security Patrol	
Security Gates	



<b>*Occupant Type</b>	Caretaker	Owner
	Tenant	Vacant
<b>Occupant Name</b>		
<b>Phone to Show</b>		

<b>*Owner Pays</b>			
	Utilities		Parking Area
	Taxes		Janitorial
	Insurance		None
	Maintenance Fees		

<b>*Existing Loan</b>	
	Conventional
	Private
	Assumable
	Non-Assumable
	Free & Clear

<b>*Seller Will Consider</b>	
	Conventional
	Lease Option
	Cash
	Submit
	Owner Carry
	Limited Financing

<b>Sale Options</b>	
	Total Parcel Only
	Divided
	Adjacent Land Avail.

<b>Special Conditions</b>	
	Bankruptcy
	Probate Listing
	Estate Sale
	Court Approval Required
	Bidding Required
	1031 Exchange

Comments:

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<b>*Signature:</b>		<b>*Date:</b>	
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