

# Commercial- Category 5

[R] = Required [N] = Not Required

Note: There are look-up tables for city, county, tax location and schools.

Dates should be: MM/DD/YY



Carolina Multiple Listing Services, Inc.

<u>Area Number [R]</u>	<u>Seller Name [R]</u>	<u>Total Bldg SqFt [R]</u>	Industrial
<u>Sub Area Number [R]</u>		<u>In City [R]</u>	Manufactured Home Park
<u>County [R]</u>	<u>Seller Phone [N]</u>	Yes No	N/A
<u>City [R]</u>		<u>Min SqFt Avail [R]</u>	Office
<u>Street # [R]</u>	<u>Appointment Phone [N]</u>	<u>Max SqFt Avail [R]</u>	Retail Center
<u>Street Name [R]</u>		<u>Min Lse\$/SqFt [R]</u>	Showroom/Office
<u>Street Type [R]</u>	<u>Agent/Owner [R]</u>	<u>Max Lse\$/SqFt [R]</u>	Special Purpose
Rd., St., Ave., Etc	Yes No	<u>Ceiling Height Ft [N]</u>	Warehouse/Office
	<u>Exclusive Rt/Agency [R]</u>	<u>Ceiling Height In [N]</u>	None
<u>Street Direction [N]</u>	Exclusive Right	<u>Road Frontage [N]</u>	Other
N, S, E, W	Exclusive Agency	<u>Total Parking [N]</u>	<u>Secondary Type [R]</u>
NE, NW, SE, SW	<u>Sub Agent Comp [R]</u>	<u>Num of Bldgs [N]</u>	Business
<u>Lot/Unit # [N]</u>	<u>Sub Agent Comp Type [R]</u>	<u>Num of Stories [N]</u>	Free Standing Retail
<u>Tax Location [R]</u>	\$ %	<u>Number of Units [N]</u>	Hotel/Motel
<u>Zip [R]</u>	<u>Buyer Agent Comp [R]</u>	<u>Num of Rentals [N]</u>	Industrial
<u>List Price [R]</u>	<u>Buyer Agent Comp Type [R]</u>	<u>Num Drive In Doors [N]</u>	Manufactured Home Park
<u>Listing Agent [R]</u>	\$ %	<u>Num of Docks [N]</u>	N/A
<u>Listing Agent Phone [R]</u>	<u>Variable Rate Commission [R]</u>	<u>Rvalue Ceiling [N]</u>	Office
<u>Co-Listing Agent [N]</u>	Yes No	<u>Rvalue Wall [N]</u>	Retail Center
<u>Co-Listing Agent Phone [N]</u>	<u>Named Prospects Exempted [R]</u>	<u>Rvalue Floor [N]</u>	Showroom/Office
<u>Listing Date [R]</u>	Yes No	<u>Approx Lot Dimensions [N]</u>	Special Purpose
<u>Expire Date [R]</u>	<u>Bonus \$ [N]</u>	<u>Approx Acres [R]</u>	Warehouse/Office
<u>Parcel ID [R]</u>	<u>Office Inventory [N]</u>	<u>\$/Acre [N] Auto Calculate</u>	None
<u>Deed Reference [R]</u>	<u>Full Service [R]</u>	<u>Annual Sched Income \$ [N]</u>	Other
	Yes No	<u>Other Income \$ [N]</u>	<u>Sale/Lease Includes [R]</u>
<u>Project Name [N]</u>	<u>Allow Internet Address Display [R]</u>	<u>Potential Income \$ [N]</u>	Building
<u>Zoning Desc. [N] see list in TEMPO™</u>	Yes No	<u>Gross Op Income \$ [N]</u>	Business
	<u>Allow Internet Listing Display [R]</u>	<u>Operating Expenses \$ [N]</u>	Equipment
<u>State [R]</u>	Yes No	<u>Annual NOI \$ [N]</u>	Fixtures
NC SC	<u>Allow Internet AVM [R]</u>	<u>Vacancy Rate [N]</u>	Inventory
<u>Zoning [R]</u>	Yes No	<u>Financial Info [N]</u>	Land
<u>Legal Description [R]</u>	<u>For Sale [R]</u>	<u>Restrictions 2 [R]</u>	Licenses
	Yes No	<u>Type [R]</u>	N/A
<u>Block/Section [N]</u>	<u>For Lease [R]</u>	Business	Other
	Yes No	Free Standing Retail	<u>Construction [N]</u>
<u>Plat Book/Slide [N]</u>	<u>Cross Street [N]</u>	Hotel/Motel	Block
	<u>Year Built [R]</u>		Brick
<u>Pages [N]</u>	<u>New Construction [R]</u>		Frame
	Yes No		Hol Tile
<u>Tax Value [R]</u>	<u>Completion Date [R]</u>		Metal
	<u>Builder [N]</u>		N/A
			Stone
			Stucco
			Tlt Wall
			Wood
			Other
			<u>Roofing [N]</u>
			Built-up
			Cmpstm
			Metal
			N/A
			Other
			<u>Foundation [N]</u>
			N/A
			Pier & Beam
			Slab
			Other
			<u>Heating [N]</u>
			Central
			Electric
			Gas
			Individually Metered
			N/A
			Office only
			Total Area
			None
			Other
			<u>Cooling [N]</u>
			Central
			Individually Metered
			N/A
			Office only
			Total Area

# Commercial– Category 5

LISTING INFORMATION All items required *[R]* except for those with *[N]*

Wall	<b>Restrictions</b> <i>[R]</i>	<b>Auction/Bid Type</b> <i>[N]</i>
Window	Architectural Review	Auction/Absolute
None	Building	Auction/Reserve
Other	Deed	Bid
<b>Utilities</b> <i>[N]</i>	Height	<b>Auction/Bid Info</b> <i>[N]</i>
City Sewer	Historical	Actual List Price
City Water	N/A	Assessed Value
Community Sewer	Signage	Market Value
Community Well	Subdivision	Starting Bid
County Sewer	Use	<b>Special Conditions</b> <i>[N]</i>
County Water	None	Bankruptcy
Electricity	Other	Estate
Gas	<b>Flood Plain</b> <i>[N]</i>	HUD
N/A	N/A	In Foreclosure Process
Septic Tank	No	Relocation
Telephone	Yes	REO/Lender Owned
Well	Other	Short Sale/Subject to Lender Approval
None	<b>Documents</b> <i>[N]</i>	Subject to Court Approval
Other	Appraisal	Undisclosed
<b>Rail Service</b> <i>[N]</i>	Arial Photo	VA
N/A	Brochure	None
No	Data Sheets	<b>Subject to HOA</b> <i>[R]</i>
Yes	Floor Plan	Yes No
Other	Info/Limit	<b>Confirm. Spcl. Assessmt</b> <i>[N]</i>
<b>Sprinkler</b> <i>[N]</i>	Investment Analysis	Yes No
Dry	N/A	<b>Confirm. Spcl. Assessmt Desc.</b>
N/A	Operation Expenses Report	<i>[R if Confirm. Spcl. Assessmt = Y]</i>
None	Plat	
Wet	Proforma	<b>Prop. Spcl. Assessmt</b> <i>[N]</i>
Other	Rent Roll	Yes No
<b>Fixtures Exception</b> <i>[N]</i>	Survey	<b>Prop. Spcl. Assessmt Desc.</b>
Yes No	Tax Information	<i>[R if Prop. Spcl. Assessmt = Y]</i>
<b>Fixtures Exception Desc.</b> <i>[N]</i>	Title Comt	
<i>[R if Fixtures Exception = Y]</i>	Title Search	<b>Ownership</b> <i>[R]</i>
	None	Seller owned for at least one year
	Other	Seller owned for less than one year
	<b>Terms</b> <i>[N]</i>	Seller does not own yet
	Build To Suit	<b>Virtual Tour Hyperlink URL</b> <i>[N]</i>
	Cash/Only	
	Conventional	<b>Web Hyperlink URL</b> <i>[N]</i>
	Exchange	
	FHA	
	Ground Lease	
	Lease	
	Lease Purchase	
	Lease w/ Option to Buy	
	Loan Assumption	
	N/A	
	OWC 1st	
	OWC 2nd	
	Personal Loan	
	Sale/Leaseback	
	VA	
	Wrap Around	
	None	
	Other	
	<b>Assumable</b> <i>[N]</i>	
	N/A	
	No	
	Qualify	
	Yes	
	Other	
	<b>Agency Cooperation</b> <i>[R]</i>	
	Both	
	BuyerAgent	
	Subagents	
	<b>Showing Instructions</b> <i>[R]</i>	
	Call Listing Agent	
	Call Seller	
	Go Direct	
	Onsite Agent	
	Showing Service	
	Sign	
	None	
<b>Easements</b> <i>[N]</i>		
Drainage		
Electric		
Gas		
Ingress/Egress		
N/A		
Sewer		
Telephone		
Water		
None		
Other		

# Commercial – Category 5

## Directions

(Directions only. Do not include confidential information, agent name or contact information in this field.)

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## Remarks

(Do not include confidential information, agent name or contact information in this field.)

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## Agent Remarks

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## Company Remarks

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## Media

(May be added only to a listing that has been saved as active. Agent Reports in Tempo have access to all media types. Customer Reports in Tempo only have access to view Photos and Virtual Tours.)

Photos- (JPG) (6MB size limit)

### Primary Photo

Caption:

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### 2nd Photo

Caption:

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### 3rd Photo

Caption:

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### 4th Photo

Caption:

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### 5th Photo

Caption:

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### 6th Photo

Caption:

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### 7th Photo

Caption:

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### 8th Photo

Caption:

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### 9th Photo

Caption:

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### 10th Photo

Caption:

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### 11th Photo

Caption:

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### 12th Photo

Caption:

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### 13th Photo

Caption:

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### 14th Photo

Caption:

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### 15th Photo

Caption:

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### 16th Photo

Caption:

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### Attachments (.doc, .pdf, .txt, .docx) (space available: 5120k):

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### Additional Listing Features

Once your listing has been saved as active, you can add an open house, assign your Supra lock box to the listing, and setup showing instructions through CSS.