

Mandatory Field All Property Types
 Optional Field All Property Types
 Initial Information Page

MLS® LISTING #

LOCATION

ASSESSMENT ROLL # (ARN)	PIN #	ADDITIONAL PIN #
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AREA

MUNICIPALITY

COMMUNITY *

STREET DIRECTION PREFIX (Check 1)	STREET #	STREET NAME (50 characters)
<input type="checkbox"/> E <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> W <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE		

ABBREV.	STREET DIRECTION	APT/UNIT #	POSTAL CODE
	<input type="checkbox"/> E <input type="checkbox"/> N <input type="checkbox"/> S <input type="checkbox"/> W <input type="checkbox"/> NW <input type="checkbox"/> NE <input type="checkbox"/> SW <input type="checkbox"/> SE		

LEGAL DESCRIPTION (LOT, PLAN, CONCESSION) (500 characters)

PROPERTY MANAGEMENT COMPANY (60 characters)	LOT FRONT ***	LOT DEPTH ***
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LOT/BUILDING/UNIT CODE ▲	LOT SIZE CODE ▲	LOT IRREGULARITIES (40 characters)
<input type="checkbox"/> Lot <input type="checkbox"/> Building <input type="checkbox"/> Unit	<input type="checkbox"/> Feet <input type="checkbox"/> Acres <input type="checkbox"/> Metres	

LOT SHAPE (Check 1)

Irregular Other Pie Rectangular Reverse Pie Square

LOT SIZE SOURCE (Check 1)	LOT SIZE AREA
<input type="checkbox"/> GeoWarehouse <input type="checkbox"/> MPAC <input type="checkbox"/> Other <input type="checkbox"/> Survey	

LOT SIZE AREA CODE (Check 1)

Acres Hectares Sq. Ft. Divisible Sq. M. Divisible Square Meters Square Feet

WINTERIZED (Check 1)	ZONING (50 characters)
<input type="checkbox"/> Fully <input type="checkbox"/> Partial <input type="checkbox"/> No	

DIRECTIONS (250 characters)

MAIN CROSS STREETS (250 characters)

* MANDATORY IF AVAILABLE ** NOT MANDATORY FOR COMMERCIAL CONDO ▲ IF NOT APPLICABLE ENTER "0"

AMOUNTS/DATES

LIST PRICE		HST APPLICABLE TO SALE PRICE (Max 3) <input type="checkbox"/> In Addition To <input type="checkbox"/> Included In <input type="checkbox"/> Not Subject to HST		DEVELOPMENT CHARGES PAID (Max 2) <input type="checkbox"/> Credit <input type="checkbox"/> No <input type="checkbox"/> Partial <input type="checkbox"/> Unknown <input type="checkbox"/> Yes	
LIST PRICE CODE (Check 1) <input type="checkbox"/> For Sale <input type="checkbox"/> Gross Lease <input type="checkbox"/> Hectares <input type="checkbox"/> Net Lease <input type="checkbox"/> Other <input type="checkbox"/> Per Acre <input type="checkbox"/> Per Sq Ft <input type="checkbox"/> Plus Stock <input type="checkbox"/> Sq Ft Gross <input type="checkbox"/> Sq Ft Net <input type="checkbox"/> Sq M Gross <input type="checkbox"/> Sq M Net				MINIMUM RENTAL TERM MONTHS	
MAXIMUM RENTAL TERM MONTHS		TAXES		TAX YEAR	
				TAX TYPE (Check 1) <input type="checkbox"/> Annual <input type="checkbox"/> N/A <input type="checkbox"/> T&O <input type="checkbox"/> TMI	
ASSESSMENT		ASSESSMENT YEAR		CONTRACT COMMENCEMENT	
				MM / DD / YYYY	
POSSESSION DATE ◆		POSSESSION REMARKS ◆ (75 characters)			
MM / DD / YYYY					
POSSESSION TYPE (Check 1) <input type="checkbox"/> Immediate <input type="checkbox"/> Flexible <input type="checkbox"/> Other <input type="checkbox"/> 1-29 days <input type="checkbox"/> 30-59 days <input type="checkbox"/> 60-89 days <input type="checkbox"/> 90+ days					HOLDOVER DAYS
SELLER NAME (200 characters) Shreya Shah					
MORTGAGE COMMENTS (140 characters)					
CONDO MAINTENANCE FEES MONTHLY ◆◆			PHASED IN TAX ASSESSED VALUE		
ROAD ACCESS FEE			LEASED LAND FEE		
LOCAL IMPROVEMENTS <input type="checkbox"/> Yes <input type="checkbox"/> No		LOCAL IMPROVEMENTS COMMENTS (250 characters)			

◆ ONE OF POSSESSION DATE OR POSSESSION REMARKS IS MANDATORY

◆◆ MANDATORY FOR COMMERCIAL & INDUSTRIAL CONDOS ONLY

DETAILS

TYPE (Check 1)	CATEGORY (Check 1)	USE (Check 1)
<input type="checkbox"/> Commercial Retail <i>(Do not use for Sale of Business)</i>	<input type="checkbox"/> Commercial Condo <input type="checkbox"/> Highway Commercial <input type="checkbox"/> Institutional *T1 <input type="checkbox"/> Multi-Use <input type="checkbox"/> Retail <input type="checkbox"/> Service	<input type="checkbox"/> Automotive Related <input type="checkbox"/> Bank *T1 <input type="checkbox"/> Church *T1 <input type="checkbox"/> Health & Beauty Related <input type="checkbox"/> Hospitality/Food Related <input type="checkbox"/> Other *T1 <input type="checkbox"/> Retail Store Related <input type="checkbox"/> School *T1 *T1 USE FOR "INTITUTIONAL" CATEGORY ONLY
<input type="checkbox"/> Farm	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Cash Crop <input type="checkbox"/> Livestock <input type="checkbox"/> Dairy Products <input type="checkbox"/> Other <input type="checkbox"/> Hobby <input type="checkbox"/> Horse
<input type="checkbox"/> Industrial	<input type="checkbox"/> Free Standing <input type="checkbox"/> Industrial Condo <input type="checkbox"/> Multi-Unit	<input type="checkbox"/> Cooler/Freezer/Food Inspect <input type="checkbox"/> Factory/Manufacturing <input type="checkbox"/> Laboratory <input type="checkbox"/> Other <input type="checkbox"/> Transportation <input type="checkbox"/> Warehouse

⋮ → **TYPE** Option Continues on Next Page

DETAILS (CONTINUED)

TYPE (Check 1)	CATEGORY (Check 1)	USE (Check 1)		
<input type="checkbox"/> Investment	<input type="checkbox"/> Accomodation	<input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Other	<input type="checkbox"/> Cabins/Cottages	<input type="checkbox"/> Hotel/Motel/Inn
	<input type="checkbox"/> Apartment	<input type="checkbox"/> Apts - 2 to 5 Units <input type="checkbox"/> Apts - Over 20 Units	<input type="checkbox"/> Apts - 6 to 12 Units <input type="checkbox"/> Other	<input type="checkbox"/> Apts - 13 to 20 Units <input type="checkbox"/> Senior Residence
	<input type="checkbox"/> Industrial			
	<input type="checkbox"/> Office	<input type="checkbox"/> Medical/Dental	<input type="checkbox"/> Other	<input type="checkbox"/> Professional Office
	<input type="checkbox"/> Recreational	<input type="checkbox"/> Campground <input type="checkbox"/> Other	<input type="checkbox"/> Golf <input type="checkbox"/> Sports/Entertainment	<input type="checkbox"/> Marina
	<input type="checkbox"/> Retail			
<input type="checkbox"/> Land	<input type="checkbox"/> Designated	<input type="checkbox"/> Bush <input type="checkbox"/> Golf <input type="checkbox"/> Gravel Pit/Quarry <input type="checkbox"/> Hospitality <input type="checkbox"/> Industrial	<input type="checkbox"/> Office <input type="checkbox"/> Other <input type="checkbox"/> Parking Lot <input type="checkbox"/> Recreational <input type="checkbox"/> Residential	<input type="checkbox"/> Restricted <input type="checkbox"/> Retail <input type="checkbox"/> Waterfront
	<input type="checkbox"/> Raw (Outside Off Plan)			
<input type="checkbox"/> Office	<input type="checkbox"/> Office	<input type="checkbox"/> Medical/Dental	<input type="checkbox"/> Other	<input type="checkbox"/> Professional Office
<input type="checkbox"/> Sale of Business ■1	<input type="checkbox"/> Without Property	<input type="checkbox"/> Apparel <input type="checkbox"/> Art Gallery <input type="checkbox"/> Art Supplies <input type="checkbox"/> Automotive Related <input type="checkbox"/> Bakery <input type="checkbox"/> Banquet Hall <input type="checkbox"/> Barber/Beauty <input type="checkbox"/> Bar/Tavern/Pub <input type="checkbox"/> Beauty Salon <input type="checkbox"/> Bed & Breakfast <input type="checkbox"/> Butcher/Meat <input type="checkbox"/> Cabins/Cottages <input type="checkbox"/> Café <input type="checkbox"/> Car Wash <input type="checkbox"/> Caterer/Cafeteria <input type="checkbox"/> Coffee/Donut Shop <input type="checkbox"/> Coin Laundromat <input type="checkbox"/> Convenience/Variety <input type="checkbox"/> Copy/Printing <input type="checkbox"/> Crafts/Hobby <input type="checkbox"/> Dairy Products	<input type="checkbox"/> Day Care <input type="checkbox"/> Delicatessen <input type="checkbox"/> Delivery/Courier <input type="checkbox"/> Distributing <input type="checkbox"/> Drugstore/Pharmacy <input type="checkbox"/> Dry Cleaning/Laundry <input type="checkbox"/> Electronics <input type="checkbox"/> Entertainment <input type="checkbox"/> Fast Food/Takeout <input type="checkbox"/> Fitness/Training <input type="checkbox"/> Florist <input type="checkbox"/> Food Court Outlet <input type="checkbox"/> Footwear <input type="checkbox"/> Fruit/Vegetable/ Market <input type="checkbox"/> Funeral Home <input type="checkbox"/> Furniture <input type="checkbox"/> Garden/Landscaping <input type="checkbox"/> Gas Station <input type="checkbox"/> Golf Course <input type="checkbox"/> Golf Driving Range	<input type="checkbox"/> Gravel Pit/Quarry <input type="checkbox"/> Grocery/Supermarket <input type="checkbox"/> Hair Salon <input type="checkbox"/> Hardware/Tools <input type="checkbox"/> Home Improvement <input type="checkbox"/> Hotel/Motel/Inn <input type="checkbox"/> Jewellery <input type="checkbox"/> Manufacturing <input type="checkbox"/> Marina <input type="checkbox"/> Medical/Dental <input type="checkbox"/> Other <input type="checkbox"/> Pizzeria <input type="checkbox"/> Real Estate Office <input type="checkbox"/> Restaurant <input type="checkbox"/> Self Storage <input type="checkbox"/> Service Related <input type="checkbox"/> Spa/Tanning <input type="checkbox"/> Sporting Goods <input type="checkbox"/> Sports/Entertainment <input type="checkbox"/> Travel Agency <input type="checkbox"/> Woodworking
	<input type="checkbox"/> With Property			
<input type="checkbox"/> Store W Apt/Office	<input type="checkbox"/> Store W Apt/Office			

FREESTANDING ■2	TOTAL AREA ■3	TOTAL AREA CODE ■3 (Check 1)		
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Acres <input type="checkbox"/> Sq Ft Divisible	<input type="checkbox"/> Hectares <input type="checkbox"/> Sq M Divisible	<input type="checkbox"/> Square Feet <input type="checkbox"/> Square Meters

■1 USE IS MANDATORY IF "SALE OF BUSINESS" TYPE IS CHECKED

■2 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; INDUSTRIAL; INVESTMENT; OFFICE; STORE WITH APT/OFFICE

■3 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; FARM; INDUSTRIAL; INVESTMENT; LAND; OFFICE; STORE WITH APT/OFFICE



DETAILS (CONTINUED)

% BUILDING		OFFICE/APT AREA <input type="checkbox"/> 4	OFFICE APARTMENT AREA CODE <input type="checkbox"/> 4 (Check 1)			
			<input type="checkbox"/> % <input type="checkbox"/> Sq Ft <input type="checkbox"/> Sq Ft Divisible <input type="checkbox"/> Square Meters <input type="checkbox"/> Sq M Divisible			
INDUSTRIAL AREA <input type="checkbox"/> 5			INDUSTRIAL AREA CODE <input type="checkbox"/> 5 (Check 1)			
			<input type="checkbox"/> % <input type="checkbox"/> Sq Ft <input type="checkbox"/> Sq Ft Divisible <input type="checkbox"/> Square Meters <input type="checkbox"/> Sq M Divisible			
RETAIL AREA <input type="checkbox"/> 6			RETAIL AREA CODE <input type="checkbox"/> 6 (Check 1)			
			<input type="checkbox"/> % <input type="checkbox"/> Sq Ft <input type="checkbox"/> Sq Ft Divisible <input type="checkbox"/> Square Meters <input type="checkbox"/> Sq M Divisible			
APPROXIMATE AGE (Check 1)		AREA INFLUENCES (Max 2)				
<input type="checkbox"/> New <input type="checkbox"/> 0-5 <input type="checkbox"/> 6-15 <input type="checkbox"/> 16-30 <input type="checkbox"/> 31-50 <input type="checkbox"/> 51-99 <input type="checkbox"/> 100+		<input type="checkbox"/> Greenbelt/Conservation <input type="checkbox"/> Major Highway <input type="checkbox"/> Public Transit <input type="checkbox"/> Recreation/Community Centre <input type="checkbox"/> Skiing <input type="checkbox"/> Subways				
PHYSICALLY HANDICAPPED-EQUIPPED		BASEMENT <input type="checkbox"/> 7	UFFI (Check 1)			
<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> No <input type="checkbox"/> Partially Removed <input type="checkbox"/> Removed <input type="checkbox"/> Yes			
CLEAR HEIGHT <input type="checkbox"/> 5	SPRINKLERS <input type="checkbox"/> 12	UTILITIES <input type="checkbox"/> 3	BAY SIZE			
_____ Feet _____ Inches	<input type="checkbox"/> No <input type="checkbox"/> Partial <input type="checkbox"/> Yes	<input type="checkbox"/> Available <input type="checkbox"/> None <input type="checkbox"/> Yes	_____ Width Feet _____ Width Inches _____ Length Feet _____ Length Inches			
AMPS	VOLTS	WATER (Check 1)				
		<input type="checkbox"/> Both <input type="checkbox"/> Municipal <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Well				
WATER SUPPLY TYPE (Max 4)						
<input type="checkbox"/> Bored Well <input type="checkbox"/> Chlorination <input type="checkbox"/> Cistern <input type="checkbox"/> Comm Well <input type="checkbox"/> Drilled Well <input type="checkbox"/> Dug Well <input type="checkbox"/> Iron/Mineral Filter <input type="checkbox"/> Lake/River <input type="checkbox"/> None <input type="checkbox"/> Reverse Osmosis <input type="checkbox"/> Sediment Filter <input type="checkbox"/> Shared Well <input type="checkbox"/> Water System						
AIR CONDITIONING <input type="checkbox"/> 8		HEAT TYPE <input type="checkbox"/> 9 (Check 1)				
<input type="checkbox"/> No <input type="checkbox"/> Partial <input type="checkbox"/> Yes		<input type="checkbox"/> Baseboard <input type="checkbox"/> Gas Forced Air Closed <input type="checkbox"/> Oil Forced Air <input type="checkbox"/> Propane Gas <input type="checkbox"/> Water Radiators <input type="checkbox"/> Electric Forced Air <input type="checkbox"/> Gas Forced Air Open <input type="checkbox"/> Oil Hot Water <input type="checkbox"/> Radiant <input type="checkbox"/> Woodburning <input type="checkbox"/> Electric Hot Water <input type="checkbox"/> Gas Hot Water <input type="checkbox"/> Oil Steam <input type="checkbox"/> Solar <input type="checkbox"/> Fan Coil <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Steam Radiators				
WASHROOMS	TRUCK LEVEL SHIPPING DOORS # <input type="checkbox"/> 5	TRUCK LEVEL SHIPPING DOORS DIMENSIONS <input type="checkbox"/> 5				
		_____ Height Feet _____ Height Inches _____ Width Feet _____ Width Inches				
DOUBLE MAN SHIPPING DOORS # <input type="checkbox"/> 5		DOUBLE MAN SHIPPING DOORS DIMENSIONS <input type="checkbox"/> 5				
		_____ Height Feet _____ Height Inches _____ Width Feet _____ Width Inches				
DRIVE-IN LEVEL SHIPPING DOORS # <input type="checkbox"/> 5		DRIVE-IN LEVEL SHIPPING DOORS DIMENSIONS <input type="checkbox"/> 5				
		_____ Height Feet _____ Height Inches _____ Width Feet _____ Width Inches				

- 3 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; FARM; INDUSTRIAL; INVESTMENT; LAND; OFFICE; STORE WITH APT/OFFICE
- 4 MANDATORY IF TYPE IS ---> OFFICE; STORE WITH APT/OFFICE
- 5 MANDATORY IF TYPE IS ---> INDUSTRIAL
- 6 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; STORE WITH APT/OFFICE
- 7 MANDATORY IF TYPE IS ---> SALE OF BUSINESS; STORE WITH APT/OFFICE
- 8 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; INDUSTRIAL; INVESTMENT; OFFICE; SALE OF BUSINESS; STORE W APT/OFFICE
- 9 NOT MANDATORY IF TYPE IS ---> LAND
- 10 MANDATORY IF TYPE IS ---> OFFICE
- 11 MANDATORY IF TYPE IS ---> LAND
- 12 MANDATORY IF TYPE IS ---> COMMERCIAL RETAIL; INDUSTRIAL; OFFICE; STORE WITH APT/OFFICE



SELLERS INITIALS

DETAILS (CONTINUED)

GRADE LEVEL SHIPPING DOORS # <input type="checkbox"/> 5	GRADE LEVEL SHIPPING DOORS DIMENSIONS <input type="checkbox"/> 5			
	_____	_____	_____	_____
	Height Feet	Height Inches	Width Feet	Width Inches

ELEVATOR <input type="checkbox"/> 10 (Check 1)	GARAGE TYPE <input type="checkbox"/> 8 (Check 1)			
<input type="checkbox"/> Freight+Public <input type="checkbox"/> Freight <input type="checkbox"/> None <input type="checkbox"/> Public	<input type="checkbox"/> Boulevard <input type="checkbox"/> Covered <input type="checkbox"/> Double Detached <input type="checkbox"/> In/Out	<input type="checkbox"/> Lane <input type="checkbox"/> None <input type="checkbox"/> Other <input type="checkbox"/> Outside/Surface	<input type="checkbox"/> Pay <input type="checkbox"/> Plaza <input type="checkbox"/> Public <input type="checkbox"/> Reserved Assigned	<input type="checkbox"/> Single Detached <input type="checkbox"/> Street <input type="checkbox"/> Underground <input type="checkbox"/> Valet <input type="checkbox"/> Visitor

PARKING SPACES	NUMBER OF TRAILER PARKING SPOTS	OUTSIDE STORAGE	RAIL <input type="checkbox"/> 5 (Check 1)	CRANE
		<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Available <input type="checkbox"/> No <input type="checkbox"/> Yes	<input type="checkbox"/> Yes <input type="checkbox"/> No

SURVEY	SOIL TEST (Check 1)			
<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Construction Audit	<input type="checkbox"/> Construction+Environmental	<input type="checkbox"/> Environmental Audit	<input type="checkbox"/> No <input type="checkbox"/> Yes

SEWERS <input type="checkbox"/> 11 (Check 1)				
<input type="checkbox"/> None	<input type="checkbox"/> Sanitary	<input type="checkbox"/> Sanitary Available	<input type="checkbox"/> Sanitary+Storm	<input type="checkbox"/> Sanitary+Storm Available
<input type="checkbox"/> Septic Available	<input type="checkbox"/> Septic	<input type="checkbox"/> Storm	<input type="checkbox"/> Storm Available	

FARM FEATURES (Max 26)					
<input type="checkbox"/> Barn Cleaner	<input type="checkbox"/> Cold Storage	<input type="checkbox"/> Fence - Electric	<input type="checkbox"/> Manure Pit	<input type="checkbox"/> Quotas	<input type="checkbox"/> Tractor Access
<input type="checkbox"/> Barn Hydro	<input type="checkbox"/> Dry Storage	<input type="checkbox"/> Irrigation System	<input type="checkbox"/> Milking System	<input type="checkbox"/> Slats	<input type="checkbox"/> Windbreak
<input type="checkbox"/> Barn Water	<input type="checkbox"/> Equipment Included	<input type="checkbox"/> Liquid Tank	<input type="checkbox"/> Paddock	<input type="checkbox"/> Stalls	<input type="checkbox"/> Other
<input type="checkbox"/> Barn Well	<input type="checkbox"/> Feed System	<input type="checkbox"/> Loading Yard	<input type="checkbox"/> Pasture	<input type="checkbox"/> Track	<input type="checkbox"/> None

YEAR BUILT

YEAR BUILT SOURCE							
<input type="checkbox"/> MPAC	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Assessor	<input type="checkbox"/> Builder	<input type="checkbox"/> Estimated	<input type="checkbox"/> LBO Provider	<input type="checkbox"/> Other	<input type="checkbox"/> Owner <input type="checkbox"/> Plans

- 5 MANDATORY IF TYPE IS --> INDUSTRIAL
- 6 MANDATORY IF TYPE IS --> COMMERCIAL RETAIL; STORE WITH APT/OFFICE
- 7 MANDATORY IF TYPE IS --> SALE OF BUSINESS; STORE WITH APT/OFFICE
- 8 MANDATORY IF TYPE IS --> COMMERCIAL RETAIL; INDUSTRIAL; INVESTMENT; OFFICE; SALE OF BUSINESS; STORE W APT/OFFICE
- 9 **NOT** MANDATORY IF TYPE IS --> LAND
- 10 MANDATORY IF TYPE IS --> OFFICE
- 11 MANDATORY IF TYPE IS --> LAND
- 12 MANDATORY IF TYPE IS --> COMMERCIAL RETAIL; INDUSTRIAL; OFFICE; STORE WITH APT/OFFICE



COMMENTS

REMARKS FOR CLIENTS (2000 characters)

OFFER REMARKS (SELLER DIRECTION) (500 characters)



COMMENTS (CONTINUED)

INCLUSIONS (1000 characters)

EXCLUSIONS (300 characters)

RENTAL ITEMS/UNDER CONTRACT (250 characters)

UNDER CONTRACT MONTHLY COSTS (250 characters)

REALTOR ONLY REMARKS (1050 characters)



FINANCIAL INFORMATION

FINANCIAL STATEMENT ♦ <input type="checkbox"/> Yes <input type="checkbox"/> No		CHATELS ♦ <input type="checkbox"/> Yes <input type="checkbox"/> No		FRANCHISE ♦ <input type="checkbox"/> Yes <input type="checkbox"/> No		DAYS OPEN ♦ <input type="checkbox"/> Open 1 Day <input type="checkbox"/> Open 2 Days <input type="checkbox"/> Open 3 Days <input type="checkbox"/> Open 4 Days <input type="checkbox"/> Open 5 Days <input type="checkbox"/> Open 6 Days <input type="checkbox"/> Open 7 Days <input type="checkbox"/> Varies			
HOURS OPEN (255 characters)									
EMPLOYEES ♦					SEATS ♦			L.L.B.O ♦ <input type="checkbox"/> Yes <input type="checkbox"/> No	
BUSINESS/BUILDING NAME (100 characters)									
TAXES EXPENSE			INSURANCE EXPENSE			MANAGEMENT EXPENSE			MAINTENANCE EXPENSE
HEAT EXPENSE			HYDRO EXPENSE			WATER EXPENSE			OTHER EXPENSE
GROSS INCOME/SALES			VACANCY ALLOWANCE			OPERATING EXPENSE			NET INCOME BEFORE DEBT
ESTIMATED INVENTORY VALUE AT COST			COMMON AREA UPCHARGE			PERCENTAGE RENT		EXPENSES ACTUAL/ESTIMATED ♦♦ <input type="checkbox"/> Actual <input type="checkbox"/> Estimated	
YEAR EXPENSE ♦♦									

♦ MANDATORY IF TYPE "SALE OF BUSINESS" IS CHECKED IN DETAILS SECTION

♦♦ COMPLETE ONLY IF YOU HAVE ENTERED ANY AMOUNT(S)

OTHER

LISTING BROKERAGE					LISTING BROKERAGE PHONE		LISTING BROKERAGE FAX		
SALESPERSON 1							SALESPERSON 1 PHONE		
SALESPERSON 2 BROKERAGE									
SALESPERSON 2							SALESPERSON 2 PHONE		
SALESPERSON 3 BROKERAGE									
SALESPERSON 3							SALESPERSON 3 PHONE		
SALESPERSON 4 BROKERAGE									
SALESPERSON 4							SALESPERSON 4 PHONE		
COMMISSION TO CO-OPERATING BROKERAGE (50 characters)					SELLER PROPERTY INFO STATEMENT <input type="checkbox"/> Yes <input type="checkbox"/> No			ENERGY CERTIFICATE <input type="checkbox"/> Yes <input type="checkbox"/> No	

OTHER (CONTINUED)

CERTIFICATE LEVEL (25 characters)		GREEN PROPERTY INFO STATEMENT <input type="checkbox"/> Yes <input type="checkbox"/> No	DISTRIBUTE TO INTERNET <input type="checkbox"/> Yes <input type="checkbox"/> No
DISPLAY ADDRESS ON INTERNET <input type="checkbox"/> Yes <input type="checkbox"/> No	DISTRIBUTE TO DDF/IDX <input type="checkbox"/> Yes <input type="checkbox"/> No	PERMISSION TO CONTACT LISTING BROKER TO ADVERTISE <input type="checkbox"/> Yes <input type="checkbox"/> No	
REALTOR® SIGN ON PROPERTY <input type="checkbox"/> Yes <input type="checkbox"/> No	APPOINTMENTS/SHOWING REMARKS (250 characters)		
SHOWING REQUIREMENTS (Max 6) <input type="checkbox"/> Go Direct <input type="checkbox"/> Lockbox <input type="checkbox"/> See Brokerage Remarks <input type="checkbox"/> Showing System <input type="checkbox"/> List Brokerage <input type="checkbox"/> List Salesperson			
OCCUPANCY (Check 1) <input type="checkbox"/> Owner + Tenant <input type="checkbox"/> Owner <input type="checkbox"/> Partial <input type="checkbox"/> Tenant <input type="checkbox"/> Vacant			CONTACT AFTER EXPIRED <input type="checkbox"/> Yes <input type="checkbox"/> No
UNBRANDED VIRTUAL TOUR URL 1 (255 characters)			
UNBRANDED VIRTUAL TOUR URL 2 (255 characters)			
BRANDED VIRTUAL TOUR URL 1 (255 characters)			
BRANDED VIRTUAL TOUR URL 2 (255 characters)			
SALES BROCHURE URL (255 characters)			
ADDITIONAL PICTURES URL (200 characters)			
ALTERNATE FEATURE SHEET URL (200 characters)			
MAP LOCATION URL (255 characters)			
SOUND BITE URL (255 characters)			

SELLER HEREBY ACKNOWLEDGES HAVING RECEIVED A COPY OF PART 2 OF 2 OF THE LISTING AGREEMENT.

SIGNATURE _____	DATE / / MM DD YYYY
SIGNATURE _____	DATE / / MM DD YYYY

