



All fields marked with an asterisk () and Bold Text are required.

*TYPE <input type="checkbox"/> Office <input type="checkbox"/> Shopping Center <input type="checkbox"/> Retail/Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Hospitality <input type="checkbox"/> Income <input type="checkbox"/> Mixed Use	*Area/County: _____ *Asking Price \$: _____ Lease Price per SQ FT \$: _____ Lease Price per Month: _____ *Address: _____ <small>Street # St. Dir. Street Name Unit #</small>	*Business Included <input type="checkbox"/> Yes <input type="checkbox"/> No *Real Estate Included <input type="checkbox"/> Yes <input type="checkbox"/> No *Inventory Included <input type="checkbox"/> Yes <input type="checkbox"/> No
*Vacant Land <input type="checkbox"/> Yes <input type="checkbox"/> No	Address2: _____	*IDX <input type="checkbox"/> Yes <input type="checkbox"/> No *Listing Syndication <input type="checkbox"/> Yes <input type="checkbox"/> No
*ECO FRIENDLY FEATURES (Include Green Disclosure) <input type="checkbox"/> Yes <input type="checkbox"/> No	*City: _____ *ZIP: _____ *Township: _____ *Section #: _____ Qtr Section _____ *Town _____ *Range _____	*FOR SALE or LEASE <input type="checkbox"/> Sale <input type="checkbox"/> Lease

AGENT INFO	*List Agent 1: _____ Phone: _____ List Office 1: _____ Phone: _____ List Agent 2: _____ Phone: _____ List Office 2: _____ Phone: _____
	*Commission: *BuyersAgt: _____ *Subagent: _____ *TransCoord: _____ *Variable Rate <input type="checkbox"/> Yes <input type="checkbox"/> No *Confidential <input type="checkbox"/> Yes <input type="checkbox"/> No
	*Listing Agreement Type: <input type="checkbox"/> Exclusive Right to Sell <input type="checkbox"/> Exclusive Agency <input type="checkbox"/> See Remarks *List Date: ____/____/____ *Expire Date: ____/____/____
	*Development Name: _____ *Business Name: _____
	*Apx Yr Built: _____ *Yr Updated: _____ *Yr Remodeled: _____ % of Remodel: _____ *Apx Total Fin SQFT: _____ *Apx # Acres: _____ Lot #: _____ *Lot Dimensions: _____ *Occupied <input type="checkbox"/> Yes <input type="checkbox"/> No Lease Expires: ____/____/____ Renewable <input type="checkbox"/> Yes <input type="checkbox"/> No *Sign <input type="checkbox"/> Yes <input type="checkbox"/> No # Restrooms: _____ Full-Time Employees: _____ Parking Spaces: _____ Electric Exp (Annual): \$ _____ Gross Sales: \$ _____ Inv Value: \$ _____ Fix/Eqpt: \$ _____ Rental Income: \$ _____ Rent Exp (Annual): \$ _____ Ins Exp (Annual): \$ _____ Heat Exp (Annual): \$ _____ *Deeded Waterfront: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Private <input type="checkbox"/> Shared Waterfront Footage: _____ Body of Water: _____ Lake Size: _____ Dual MLS#: _____

GENERAL INFORMATION	*Tax #: _____ *Owner: _____ *Legal(255): _____ *Directions: (255) _____
	Summer Taxes: _____ Winter Taxes: _____ Other Tax: _____ Total Taxes: _____ Year: Summer _____ Year: Winter _____ *SEV _____ *SEV Year _____ Taxable Value _____ Annual Association Dues _____ Principal Residence: <input type="checkbox"/> Yes <input type="checkbox"/> No Assessment: <input type="checkbox"/> Yes <input type="checkbox"/> No *Type of Ownership: Bank Owned <input type="checkbox"/> 7 cfdcfUH/Ck bYX Private Owner <input type="checkbox"/> Relocation <input type="checkbox"/> Court Approval Required <input type="checkbox"/> In Redemption <input type="checkbox"/> Short Sale <input type="checkbox"/> Estate <input type="checkbox"/> Auction <input type="checkbox"/>

FINANCE	Summer Taxes: _____ Winter Taxes: _____ Other Tax: _____ Total Taxes: _____ Year: Summer _____ Year: Winter _____ *SEV _____ *SEV Year _____ Taxable Value _____ Annual Association Dues _____ Principal Residence: <input type="checkbox"/> Yes <input type="checkbox"/> No Assessment: <input type="checkbox"/> Yes <input type="checkbox"/> No *Type of Ownership: Bank Owned <input type="checkbox"/> 7 cfdcfUH/Ck bYX Private Owner <input type="checkbox"/> Relocation <input type="checkbox"/> Court Approval Required <input type="checkbox"/> In Redemption <input type="checkbox"/> Short Sale <input type="checkbox"/> Estate <input type="checkbox"/> Auction <input type="checkbox"/>
	Broker's initials certify that a Listing Agreement duly signed by the property owner and designating exclusive right to sell, or exclusive agency, is on file. Broker Initials: _____ Seller's Initials: _____

The accuracy of all information is not guaranteed or warranted. This form must be submitted within 72 hours.

(3) Class
CM

Multiple Listing Service for
Northern Great Lakes REALTORS® MLS, LLC
COMMERCIAL DATA FORM MLS # _____

REMARKS

*PUBLIC REMARKS (2,000) :

AGENT ONLY REMARKS (2,000) :

THIRD-PARTY REMARKS (512):

*SHOWING INSTRUCTIONS (512):

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GREEN	GREEN CERTIFICATION/RATING *(Required – Certificate of Certification/Rating Documentation)		
	National Green Building Standard: <input type="checkbox"/> Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Emerald		NAHB Model Green Home Building Guidelines: <input type="checkbox"/> Bronze <input type="checkbox"/> Silver <input type="checkbox"/> Gold
	Energy Star Qualified Rating #: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 5+ <input type="checkbox"/> All		Indoor Air Quality <input type="checkbox"/> Yes <input type="checkbox"/> No
	LEED for Homes: <input type="checkbox"/> Certified <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Platinum		LEED for Neighborhood Development: <input type="checkbox"/> Certified <input type="checkbox"/> Silver <input type="checkbox"/> Gold <input type="checkbox"/> Platinum
	Home Energy Rating System – HERS Index # _____		Year Rated _____ Other Green Certification _____

A. *PRESENT USE

1. Automotive Service
2. Educational
3. Restaurant / Food Service
4. Bar
5. Manufacture / Warehouse
6. Medical / Dental
7. Office Building
8. Retail Store
9. Wholesale
10. Service
11. Religious
12. Mobile Home Park
13. Recreational / Resort
14. Bed & Breakfast
15. Adult Foster Care
16. Day Care Facility
17. Mini-storage
18. Storage Condo
19. Golf Course
20. Marina
21. Convenience Store
22. Garden Store
23. Other
24. None

B. * LICENSES

1. Food
2. Liquor
3. Beer/Wine
4. Tobacco
5. Special Use
6. Franchise
7. Other
8. None

C. *FOUNDATION

1. Slab
2. Crawl Space
3. Block
4. Wood
5. Poured Concrete
6. Stone
7. Piers
8. Insulated Concrete Panels
9. Michigan Basement
10. Full
11. Full Finished
12. Finished Rooms
13. Unfinished
14. Partial
15. Walkout
16. Plumbed For Bath
17. Egress Windows
18. Daylight Windows
19. Entrance Outside
20. Entrance Inside
21. Shared Storage
22. Other
23. None

D. * CONSTRUCTION

1. Frame
2. Modular/BOCA

3. Manufactured/HUD

4. Mobile pre-1976

5. Full Log

6. Timber Frame

7. Brick

8. Block

9. Steel

10. 2x6 Framing

11. Insulated Concrete Forms

12. Panelized

13. To Be Built

14. Under Construction

15. Other

16. None

E. * ROOF

1. Asphalt

2. Wood

3. Metal

4. Metal/Steel

5. Tile

6. Slate

7. Tar/Gravel

8. Composite

9. Membrane

10. Other

11. None

F. *EXTERIOR FINISH

1. Vinyl

2. Aluminum

3. Log Siding

4. Full Log

5. Wood

6. Rough Sawn

7. Stone

8. Brick

9. Block

10. Steel

11. Stucco/Drivit

12. Masonite

13. Shingle

14. Press Board

15. Cement Board

16. Asbestos

17. Other

18. None

G. * LOCATION

1. Corner Lot

2. Inside Lot

3. Industrial Park

4. Business Park

5. Shopping Center

6. Office Center

7. Freestanding

8. Other

9. None

H. * ROAD

1. Public Maintained

2. Private Owned

3. Road Maint Agmt

4. Privately Maintained

5. Association

6. Seasonal

7. Easement

8. Cul-de-Sac

9. Shared

10. Blacktop

11. Gravel

12. Dirt

13. Concrete

14. Other

15. None

I. * HEAT/COOLING SOURCES

1. Natural Gas

2. Propane Gas

3. Oil

4. Wood

5. Electric

6. Solar

7. Pellet

8. Multiple Units

9. Geothermal

10. Other

11. None

J. * HEAT/COOLING TYPES

1. Forced Air

2. Hot Water

3. Heat Pump

4. Steam

5. Baseboard

6. Gravity Air

7. Wall

8. Floor

9. External Wood Burner

10. Space Heater

11. Central Air

12. Window Air Conditioner

13. Ductless A/C

14. Radiant Floor

15. Electric Air Cleaner

16. Electric Air Filter

17. Humidifier

18. Ceiling

19. Other

20. Zoned/Dual

21. None

K. * WATER

1. Municipal Water

2. Community Well

3. Private Well

4. Shared Well

5. Tanks

6. Other

7. None

L. * SEWER

1. Municipal

2. Private Septic

3. Shared Septic

4. Mound System

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MLS # _____

- 5. Holding Tank/Pump & Haul
- 6. Pump Back
- 7. Dry Well
- 8. Development Septic
- 9. Engineered Septic
- 10. Other
- 11. None

M. * EXTRAS

- 1. Overhead Door(s)
- 2. Loading Dock(s)
- 3. Reinforced Concrete Floor
- 4. Elevator
- 5. Phone System
- 6. Hydraulic Hoist
- 7. Overhead Crane
- 8. 3 - Phase Electric
- 9. Security System
- 10. Sprinkler System
- 11. Mezzanine
- 12. Air Compressor
- 13. Environmental Rpt on File
- 14. Furniture / Fixtures
- 15. Additional Buildings
- 16. 12' Ceiling Height
- 17. 14' Ceiling Height
- 18. 16' Ceiling Height
- 19. 18' Ceiling Height
- 20. 20' Ceiling Height
- 21. 22' Ceiling Height
- 22. Other
- 23. None

N. *PARKING

- 1. Assigned
- 2. Common
- 3. Covered Parking
- 4. Off Site
- 5. Paved
- 6. Parking Garage
- 7. Parking Lot
- 8. Street Parking
- 9. Shopping Center
- 10. Other
- 11. None

O. * INCLUDED IN LEASE

- 1. Building Insurance
- 2. Liability Insurance
- 3. Exterior Maintenance
- 4. Garbage Pickup
- 5. Snow Plowing
- 6. Grounds Maintenance
- 7. Heating / Cooling
- 8. Electric
- 9. Management Fee
- 10. Water
- 11. Sewer
- 12. Furniture
- 13. Fixtures & Equipment
- 14. Tax
- 15. Security System
- 16. Interior Maintenance
- 17. Other
- 18. None

P. * ZONING

- 1. Residential
- 2. Agricultural
- 3. Multi - Family
- 4. Commercial

- 5. Industrial
- 6. Manufacture/Warehouse
- 7. Office
- 8. Retail
- 9. Restaurant/Food
- 10. Motel/Hotel
- 11. Planned Unit Development
- 12. Forest/Recreational
- 13. Automotive Service
- 14. Special Use
- 15. Non - Conforming Use
- 16. Other
- 17. Not Zoned

Q. *DOCUMENTS ON FILE

- 1. Business License
- 2. Easements
- 3. Furniture & Fixtures
- 4. Financial
- 5. Inventory
- 6. Leases
- 7. Liquor License
- 8. Radon Test
- 9. Legal Description
- 10. Special Assessment
- 11. Environmental Report
- 12. Personal Property List
- 13. Soils Test
- 14. Survey
- 15. Water Rights
- 16. Tax Returns
- 17. Well Test
- 18. Septic Inspection
- 19. Abstract
- 20. Agency Disclosure
- 21. Green Disclosure
- 22. Deed Restrictions
- 23. Master Deed
- 24. Title Insurance
- 25. Utility Bills
- 26. Energy Audit
- 27. Other
- 28. Online
- 29. None

R. *UNIVERSAL DESIGN/BARRIER FREE

- 1. Widened Doors
- 2. Extra Wide Hallways
- 3. Main Floor Access
- 4. No Steps Entry
- 5. Covered Entrance
- 6. Ramped Entrance
- 7. Roll-in Shower
- 8. Low Threshold Shower
- 9. Raised Toilet
- 10. Bathroom Sink
- 11. Kitchen Sink
- 12. Grab Bars
- 13. Hand Rails
- 14. Levered Door Knobs
- 15. Lowered Light Switches
- 16. Rocker Light Switch
- 17. Elevator
- 18. Other
- 19. None

S. * POSSESSION

- 1. At Closing
- 2. Within 30 Days
- 3. 30-60 Days After Closing
- 4. Negotiable

- 5. Month to Month Tenant
- 6. Long-Term Tenant
- 7. Subject to Tenants Rights
- 8. Other

T. *TERMS

- 1. Conventional Mortgage
- 2. Purchase Money Mortgage
- 3. Commercial Loan
- 4. Cash
- 5. Gross Lease
- 6. Net Lease (NNN)
- 7. Modified Gross Lease
- 8. Other Lease
- 9. VA
- 10. Owner Assist (L/C)
- 11. Rent with Option
- 12. 1031 Exchange
- 13. Build to Suit
- 14. Sale/Leaseback
- 15. FNMA
- 16. Other

U. ENERGY EFFICIENT

- 1. Energy Star Appliances
- 2. Energy Efficient Windows
- 3. Low-E Windows
- 4. Energy Star Rating
- 5. Chemical-free Insulation
- 6. Thermal Mass Const
- 7. Other
- 8. Not Applicable

V. RENEWABLE

- 1. Passive Solar Heating
- 2. Active Solar Heating
- 3. Solar Electricity
- 4. Energy Star Rated Furnace
- 5. Energy Star Rated A/C
- 6. In-floor Radiant Heating
- 7. Tankless Water Heater
- 8. Programmable Thermostat
- 9. Low or No VOC Finishes
- 10. Recycled/Locally Sourced Materials
- 11. Sustainable Flooring
- 10. Windmill
- 11. Other
- 12. Not Applicable

W. WATER CONSERVATION

- 1. Rain Water Collection
- 2. Drought-resistant Landscape
- 3. Automatic Faucets
- 4. Gray Water Reuse
- 5. Low Flow Faucet Restrictors
- 6. Shower Head Restrictors
- 7. Low Flow Toilets
- 8. Other
- 9. Not Applicable

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