

Property Data Form - Commercial

(*) Required

(**) (***) Conditionally Required

Property Address _____
List Associate Name _____
List Company Name _____
Owner Name _____

List Price \$ _____
MLS # _____
List Date _____
Expire Date _____
Owner Phone _____

Office Use

Agent and Office Information

*Listing Agent _____

*Office Name _____

Location Information

*House #	Street Dir	*Street Name	*Street Type	Post Dir	Unit #

*Subdivision _____ Tax Parcel Number _____ *County _____ *Township _____ *Range _____ *Section _____

*City _____ *Year Built _____ *Year Built Source (1) _____ Latitude _____
 Appraisal
 Building Permit
 Court House
 Owner
 _____ Longitude _____

*Zip _____ *School District _____

Zip + 4 _____ *Project Name _____

*Legal Description

Property Information

*Property Subtype		*Zoning Code	*Monthly Rent	*List Date	*Expire Date
<input type="checkbox"/> Church	<input type="checkbox"/> Building Trades/SVC	_____	_____	_____	_____
<input type="checkbox"/> Retail	<input type="checkbox"/> Automobile Service	_____	_____	_____	_____
<input type="checkbox"/> Office Building	<input type="checkbox"/> Mini-Warehouse	_____	_____	_____	_____
<input type="checkbox"/> Apartment/5Units	<input type="checkbox"/> Medical Services	Census Tract	*Building SF #1	**Building SF #2	
<input type="checkbox"/> Manufactured	<input type="checkbox"/> Laundromat	_____	_____	_____	
<input type="checkbox"/> Industrial	<input type="checkbox"/> Bar	_____	*SF Source #1	**SF Source# 2	
<input type="checkbox"/> Warehouse	<input type="checkbox"/> Strip Center	_____	<input type="checkbox"/> Appraiser	<input type="checkbox"/> Appraiser	
<input type="checkbox"/> Professional Building	<input type="checkbox"/> Mobile Home Park	_____	<input type="checkbox"/> Building Permit	<input type="checkbox"/> Building Permit	
<input type="checkbox"/> Wholesale	<input type="checkbox"/> Multi-Family	_____	<input type="checkbox"/> Court House	<input type="checkbox"/> Court House	
<input type="checkbox"/> Professional Service	<input type="checkbox"/> Mixed Use	_____	<input type="checkbox"/> Not Reporting SqFt	<input type="checkbox"/> Not Reporting SqFt	
<input type="checkbox"/> Business Service	<input type="checkbox"/> Unimproved	_____	_____	_____	
<input type="checkbox"/> Recreational	<input type="checkbox"/> Franchise Dealership	_____	_____	_____	
<input type="checkbox"/> Restaurant	<input type="checkbox"/> Hotel/Motel	_____	_____	_____	

**Building SF #3

*Lot Size-SqFt

*Tax Amount

*Tax Year

**SF Source# 3

- Appraiser
- Building Permit
- Court House
- Not Reporting

Owner Name

Owner Phone

*Internet List

- Yes
- No

*Address Public

- Yes
- No

*Allow Comments/Reviews

- Yes
- No

*Allow AVM

- Yes
- No

*Flood Notice Reqd

- Yes
- No

*Limited Service

- Yes
- No

*Will Accept Delivery

- Yes
- No

*Occupied

- Yes
- No

*Showing Contact

- Call Agent
- Call Owner
- Call Tenant
- See Remarks

*Keybox Type

- Combo KB
- Floating KB
- Keybox
- None

*Listing Agreement Type

- Excl Right To Sell
- ERS w/ Reserved Prospect
- ERS Subject to Auction/Bid
- ERS w/Variable Rate Commission
- Exclusive Agency
- Sales Fee Agreement

*Cooperating Broker Comp

Finance Warranty Information

*Short Sale

- Yes
- No

*Assumable Loan

- Yes
- No

Loan Type

Docs on File (10)

- None
- Aerial Photo
- Appraisal
- Blueprints
- Brochure
- Building Permit
- Drawings
- Env Impact Study
- Equipment List
- Financials
- Land Survey
- Leases
- Legal Description
- Recorded Plat
- Soil Survey
- Topography
- Other

Finance Options

- None
- Conventional
- FHA
- Lease Purchase
- Owner Carry 1st
- Owner Carry 2nd

Special

- State Bond
- Trade
- VA
- USDA Rural Development
- Other

Adj Rate Mortgage

- Yes
- No
- N/A

Lender Name

Corporate Relo

- Yes
- No

*Lender Owned

- Yes
- No

Loan Balance

PITI

Years Remaining

Loan Interest Rate

*Possession

- At Closing
- Negotiable
- Subject to Lease

Years Remaining

Loan Interest Rate

Expenses Include

- Accounting
- Advertising
- Electric
- Gas
- Insurance
- Landscaping
- Legal
- License
- Maintenance
- Management
- Other

- Pest Control
- Rent
- Repairs
- Services
- Supplies
- Taxes
- Trash
- Utilities
- Vacancy
- Water/Sewer

*Accuracy of Expenses

- Accountant Provided
- Available
- Estimate
- Limited Info
- Not Available
- Other
- Owner Provided
- Pro Forma
- Projected
- Tax Return

Tenant Pays

- None
- All Utilities
- Cable
- Electric
- Gas
- HOA User Fees
- Insurance
- Maintenance
- Parking
- Security Monitoring
- Sewer
- Taxes
- Water
- Yard Care
- Other

Price Includes

- Building
- Business
- Equipment
- Franchise
- Goodwill
- Inventory
- Land & Improvement
- Land Only
- Lease Value
- Licenses
- Other

Business Information

Annual Gross Income

Lease Rate Low

Floors

*Permitted Use

Lease Type

- Lease
- Lease Option
- Lease Purchase
- Other Lease Type
- Subsidy

Annual Operating Income

Lease Rate High

- Distributive
- Food Service
- Mixed Use
- Office
- Recreational
- Retail
- Warehouse
- Other

Tenants

Annual Operating Expense

Divisible

- Yes
- No

Expandable

- Yes
- No

Construction Features

***Construction**

- Aluminum
- Asbestos
- Brick
- Concrete
- Frame
- Manufactured
- Masonite
- Modular
- Pre-Cut Log
- Shake
- Shingles
- Steel
- Stone
- Stucco
- Tilt-Up
- Vinyl
- Other

***Roof Material**

- Alum/Metal
- Built Up/Chat
- Composition
- Concrete
- Slate
- Tile
- Wood Shingles
- Other

Ceiling Height

of Rooms

Interior Walls

- Glass
- Metal
- None/Build Out
- Panel
- Papered
- Plastered
- Sheet Rock/Textured
- Unfinished
- Other

Restrooms

Load Door Height

***Foundation**

- Crawl Space
- Full Basement
- Partial Basement
- Permanently Affixed
- Slab
- Tie Down

Load Dock Height

of Stories

Miscellaneous

- 220 V
- 440 V
- Cafeteria
- Elevator
- Fire Sprinkler System
- Freight Doors
- Freight Escalator
- Handicap--See Remarks
- Inside Storage
- Janitorial Service
- Loading Dock
- Locker Rooms
- Outside Storage
- Owner Agent
- Railroad Siding
- Secure Facility
- Truck Dock
- Zero Lot Line
- Other

***Exterior Features (4)**

- None
- Door Sign
- Dumpster
- Incinerator
- Lighting
- Pole Sign
- Pool - Inground
- Prof Landscaped
- Roof Sign
- Sidewalk
- Sprinkler System
- Storage
- Other

***Interior Features**

- None
- 9' Ceilings
- Attic Exhaust Fan
- Cable TV Wired
- Display Window
- Dry Bar
- Equipment Remarks
- Exclusion Remarks
- Floored Attic
- Hot Tub
- Internal Expansion Area
- Inventory Remarks
- Mini-Kitchen
- Public Restrooms
- Satellite Dish Wired
- Sauna/Steam
- Security System - Leased
- Security System - Owned
- Smoke Detector
- Suspended Ceiling
- Vaulted Ceiling
- Wet Bar
- Window Treatment
- Other

Flooring

- None
- Carpet
- Concrete
- Laminate
- Plywood/Composition
- Some Hardwood
- Tile
- Vinyl
- Wood Veneer
- Wood
- Other

Area/Land Features

Lakes & Rivers (1)

- Arkansas River
- Birch Lake
- Canadian River
- Cedar Lake
- Claremore Lake
- Copan Lake
- Deep Fork River
- Dripping Springs Lake
- Eufaula Lake
- Fort Gibson Lake
- Fouche Maline River
- Grand Lake
- Heyburn Lake
- Hudson Lake
- Hulah Lake
- Illinois River
- Kerr Lake
- Keystone Lake
- McAlester Lake
- Murray Lake
- Neosho River
- North Canadian River
- Okmulgee Lake
- Oologah Lake
- Poteau River
- Sahoma Lake
- Sardis Lake
- Skiatook Lake
- Spavinaw Lake
- Tenkiller Lake
- Texhoma Lake
- Verdigris Lake
- Webbers Falls Reservoir
- Wister Lake
- Other

****Lake Water Amenities (4)**

- Adjoins Corp Property
- Bluff
- Boat Dock
- Boat House
- Boat Lift
- Dock Approved Cove
- Lake/Riverfront Access
- Lake/Riverfront No Access
- Marina Available
- Other
- Ramp Available
- Sand Beach
- Summer View
- Water Access
- Winter View

***Fence (2)**

- None
- Barbed
- Chain Link
- Cross Fenced
- Decorative
- Electric Gate
- Full
- Hog Wire
- Partial
- Pipe Fencing
- Privacy
- Split Rail
- Vinyl
- Other

Mineral Rights (2)

- None
- Available
- Included
- Not Included
- Partial
- Other

Distance to Lake/River

- Frontage
- Less than 1 Mile
- Less than 5 Miles
- Less than 10 Miles

Location

- Corner
- Cul De Sac
- Frontage
- Industrial Park
- Interior
- Major Artery
- Mall
- Strip Center

***Lot Frontage**

Dimensions

Parking Description

- None
- 1 per Unit
- 1-25 Spaces
- 101+ Spaces
- 2 or more per unit
- 26-50 Spaces
- 51-100 Spaces
- Additional Parking Avail
- Assigned
- Carport
- Covered
- Fee
- Garage
- Garage - 1 Car
- Garage - 2 Car
- Indoor
- Off Street
- Outdoor
- Paved Area
- Storage
- Street
- Unpaved

Energy

* Heating Source (1)

- None
- Electric
- Gas
- Gas/Electric
- Propane-Leased
- Propane-Owned
- Solar
- Wood
- Other

* Heating System (3)

- None
- 2 Units
- 3+ Units
- Baseboard
- Central
- Floor Furnace
- Heat Pump
- Hot - Air Forced
- Hot - Air Gravity
- Individually Controlled
- Individually Metered
- Office Only
- Radiant
- Space Heater
- Steam
- Zoned
- Other

* Cooling (4)

- None
- 2 Units
- 3+ Units
- Central AC
- Electronic Air Filter (s)
- Evaporative Solar Cooling
- Heat Pump
- Humidifier (s)
- Window AC
- Zoned
- Other

* Water Source

- City
- Private
- Rural
- Spring
- Well
- Other

* Sewer (1)

- Aerobic
- City
- Lagoon
- None
- Private
- Rural
- Septic Tank
- Other

* Energy Features

- None
- Attic Exhaust Fan
- Attic Vent - Electron
- Attic Vent - Turbo
- Ceiling Fans
- Extra Insulation
- Insulated Doors
- Insulated Windows
- Programmable Thermostat
- Solar Features
- Solar Tubes
- Storm Doors
- Storm Windows
- Vent Ridge
- Other

* Utilities Available

- None
- Cable TV
- Electric
- Electric Available
- Gas
- Gas Available
- Generator - Fixed
- Generator Ready
- Individually Metered
- None / Unknown
- Phone
- Phone Available
- Propane Available
- Sewer Available
- Unknown
- Water
- Water Available
- Other

Listing comments

Public Remarks

REALTOR Remarks

* Directions

Signatures

Seller Sign & Date

Listing Associate Printed Name

* List Associate Number

Seller Sign & Date

Listing Associate Sign

Date

Seller Sign & Date

Listing Company Name Printed

* Listing Office Number

Seller Sign & Date

Company MLS Participant Authorized Signature

Date