



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

DEEDED WATER FRONTAGE, LESS THAN 1 ACRE, FOR SALE or LEASE, TYPE, Area/County, Asking Price, Lease Price per SQ FT, Address, City, ZIP, Township, Section, Business Included, Real Estate Included, Inventory Included

AGENT INFO: List Agent ID, Name, Phone, Office ID, Name, Phone, Buyer Broker Compensation, Subagent Compensation, Other Compensation, Confidential (Y/N), Listing Agreement Type, List Date, Expire Date

GENERAL INFORMATION: Subdivision, Business Name, Apx Year Built, Year Remodeled, Apx Total Fin SQFT, Appx # Acres, Lot #, Lot Dimensions, Vacant (Y/N), Sign (Y/N), # Restrooms, Full-Time Employees, Parking Spaces, Electric Supplier, Electric Exp (Annual), Gross Sales, Inventory Value, Fixtures / Equipment, Rental Income, Rent Exp (Annual), Ins Exp (Annual), Heat Exp (Annual), Lease Expires, Renewable (Y/N), Dual Listing MLS #, DIRECTIONS: (255)

FINAN CE: Owner Name, Tax ID, Special Assess (Y/N), Yearly Assoc Fee, Current Zoning

REMARKS: Professional Remarks (512 Characters), Advertising Remarks (512 Characters)

GREEN: GREEN CERTIFICATION/RATING (Required - Certificate of Certification/Rating Documentation), National Green Building Standard, NAHB Model Green Home Building Guidelines, Energy Star Qualified Rating, Indoor Air Quality, Green Built Grand Traverse Certified, LEED for Homes, LEED for Neighborhood Development, Home Energy Rating System - HERS Index, Year Rated, Other Green Certification

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.



Property Address \_\_\_\_\_

**A. \* BUSINESS TYPE**

1. Automotive Service
2. Educational
3. Restaurant / Food Service
4. Hotel / Motel
5. Industrial
6. Manufacture / Warehouse
7. Medical / Dental
8. Office Building
9. Retail Store
10. Wholesale
11. Service
12. Religious
13. Mobile Home Park
14. Recreational / Resort
15. Bed & Breakfast
16. Adult Foster Care
17. Business Opportunity
18. Franchise
19. Marina
20. Other
25. See Remarks See Assoc Docs

**B. \* LICENSES**

1. Food
2. Liquor
3. Malt Beverage
4. Tobacco
5. Special Use
6. Franchise
7. Other
8. None-N/A
25. See Remarks

**C. \* CONSTRUCTION**

1. Aluminum Siding
2. Vinyl Siding
3. Brick
4. Log
5. Stone
6. Stucco
7. Wood
8. Block
9. Steel/Metal
10. To Be Built
11. Other
25. See Remarks

**D. \* ROOF**

1. Asphalt Shingle
2. Wood Shingle
3. Metal Shingle
4. Tile
5. Slate
6. Metal / Steel
7. Tar / Gravel
8. Composition
9. Membrane
10. Other
25. See Remarks

**E. \* FLOOR TYPE**

1. Concrete Slab / Grade
2. Reinforced Concrete
3. Concrete Structural
4. Vinyl / Vinyl Tile
5. Carpet
6. Ceramic Tile
7. Wood
8. Brick
9. Other

25. See Remarks

**F. \* BASEMENT**

1. Full
2. Walkout
3. Partial
4. Crawl Space
5. Block
6. Poured Concrete
7. Wood
8. Slab
9. None-N/A
25. See Remarks

**G. \* LOCATION**

1. Corner Lot
2. Inside Lot
3. Industrial Park
4. Business Park
5. Shopping Center
6. Office Center
7. Freestanding
8. Other
25. See Remarks

**H. \* ROAD FRONTAGE**

1. County Maintained
2. City/Village
3. State Highway
4. Private
5. Association
6. Shared
7. Paved
8. Gravel
9. Dirt
10. Easement
25. See Remarks Other

**I. \* HEAT/COOLING SOURCE**

1. Natural Gas
2. Propane Gas
3. Oil
4. Wood
5. Electric
6. Solar
7. Heat Pump
8. Multiple Units
9. None-N/A
25. See Remarks Other

**J. \* HEAT/COOLING TYPE**

1. Forced Air
2. Hot Water / Steam
3. Baseboard
4. Gravity
5. Wood Stove
6. Wall / Space Heater
7. Central Air
8. Fans
9. No HeatingNone-N/A
25. See Remarks Other

**K. \* WATER**

1. Municipal Water
2. Central Water
3. Private Well
4. Shared Well
5. None
25. See Remarks Other

**L. \* WASTE**

1. Municipal Sewer
2. Common Sewer
3. Septic System
4. Mound System
5. Holding Tank
6. Pump Back
7. Dry Well
8. None-N/A
25. See Remarks Other

**M. \* EXTRAS**

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

**N. \* INCLUDED IN RENT**

1. Building & Liability Ins.
2. Exterior Maintenance
3. Garbage Pickup
4. Snow Plowing
5. Grounds Maintenance
6. Heating / Cooling
7. Electric
8. Management Fee
9. Water
10. Sewer
11. Furniture
12. Fixtures & Equipment
13. None-N/A
14. Tax & Insurance
25. See Remarks Other

**O. \* 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. Special Use
14. Non - Conforming Use
15. Not Zoned
25. See Remarks Other

**P. \* POSSESSION**

1. At Closing
2. Within 30 Days
3. 30 - 60 Days After Closing
4. Negotiable / Other
5. Subject to Tenants Rights
6. See Remarks Other

**Q. \* FINANCING AVAILABLE**

1. Conventional Mortgage
2. Commercial Loan
3. Cash
4. Gross Lease
5. Net Lease
7. VA
8. Owner Assist (L/C)
9. Rent with Option
10. 1031 Exchange
11. Modified Gross Lease
25. See Remarks Other

**R. \* MISCELLANEOUS**

1. Bank Owned (REO)
2. Short Sale
3. Pre-Foreclosure
4. In Foreclosure
5. None-N/A
25. See Remarks Other

**S. \* GREEN ENERGY EFFICIENCY**

1. Energy Star Appliances
2. Energy Efficient Windows
3. Low-e Windows
4. Natural day lighting
5. Chemical-free Insulation
6. Thermal Mass Const
7. Other
25. See Remarks None-N/A

**T. \* RENEWABLE HEATING/COOLING**

1. Passive Solar Heating
2. Active Solar Heating
3. Solar Electricity
4. Energy Star-rated Heat
5. Energy Star-rated A/C
6. In-floor Radiant Heat
7. Tankless Water Heater
8. Geothermal
9. Programmable Thermostat
10. Windmill
11. Other
25. See Remarks None-N/A

**U. \* INDOOR ENVIRON QUALITY**

1. Low or No VOC Finishes
2. Recycled and Locally Sourced Bldg Materials
3. Sustainable Flooring
4. Low Flow Toilets
5. Other
25. See Remarks None-N/A

**V. \* EXTERIOR WATER CONSERVATION**

1. Rain Water Collection
2. Drought-resistant Landscaping
3. Other
25. See Remarks None-N/A

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