

• Indicates Required information () Indicates Maximum Choice *Indicates "Yes" By Default **LISTING #**

ADDRESS

• State _____ • County _____ • City _____

• ZIP Code _____ + 4 • Area _____ • Community/District _____

• Street # (HSN) _____ Modifier _____ Direction _____ • Street Name _____

_____ Suffix _____ Post Direction _____ Unit # _____

LISTING

\$ _____

• Listing Price _____ • Listing Date _____ • Expiration Date _____ • Tax ID# _____ • Preliminary Title Ordered _____

• Offers (1)
 Seller intends to review offers upon receipt
 Seller to review offers on Offer Review Date (may review/accept sooner)

_____ Offer Review Date _____ FIRPTA withholding required?
(required if 2nd "Offers" option is selected)

LOCATION

_____ Lot Number _____ Block _____

_____ MAP BOOK _____ Map Page _____ Top Map Coord. _____ Side Map Coord. _____

PROPERTY INFORMATION

_____ Year Built _____ Effective Year Built _____ Effective Year Built Source _____

_____ Lot Size (Square Feet) _____ Lot Size Source _____

• Show Map Link _____ • Internet Advertising _____ • Show Address to Public _____ • Prohibit Blogging _____ • Allow Automated Valuation _____

_____ Buyer Brkg. Commission (BBC) _____ Buyer Brkg. Commission Comments (40 characters maximum) _____

OWNER'S INFORMATION

_____ • Owner's Name _____ Owner's Name 2 _____

_____ • Owner's Phone _____ • Phone to Show _____ • Owner's City and State _____

• 3rd Party Approval Required (2)
 None Short Sale
 Other - See Remarks

_____ • Bank / RE Owned _____ • Auction _____

INITIALS:

_____ Seller _____ Date _____ Seller _____ Date _____ Broker _____ Date _____

Listing Address: _____

LAG # _____

VIRTUAL TOURS

Virtual Tour #1 URL (Please include http:// or https://) _____

Virtual Tour #1 Description _____

Virtual Tour #2 URL (Please include http:// or https://) _____

Virtual Tour #2 Description _____

Virtual Tour #3 URL (Please include http:// or https://) _____

Virtual Tour #3 Description _____

ADDITIONAL TAX ID

Add'l Tax ID# _____

(Additional Tax IDs to be listed on attached sheets)

Add'l Tax ID# _____

Add'l Tax ID# _____

BROKER INFORMATION

• **LAG**
Listing Broker ID# _____

Broker Name and Phone _____

Listing Office - ID# _____

Brokerage Firm Name and Phone _____

Co Broker - ID# _____

Co Broker Name and Phone _____

Co Office - ID# _____

Co Brokerage Firm Name and Phone _____

LISTING INFORMATION

• **Form 17** _____

Right of First Refusal _____

• **Common Interest Cmty (RCW 64.90)** _____

• **Possession (3)**

- Closing
- Negotiable
- See Remarks
- Sub. Tenant's Rights

• **Showing Information (5)**

- Appointment
- Call Listing Office
- MLS Keybox
- Owner-Call First
- See Remarks
- ShowingTime
- Vacant
- View with Discretion

Potential Terms (8)

- Assumable
- Cash Out
- Conventional
- Lease/Purchase
- Owner Financing
- Rehab Loan
- See Remarks
- Variable Price Lstg

General Zoning Classification (6)

- Agricultural
- Business
- Commercial
- Farm & Ranch
- Forestry
- Industrial
- Industrial-Light
- Multi-Family
- Office
- Residential
- Retail
- See Remarks

• **Zoning Jurisdiction** _____

Short Term Rental _____

FINANCIAL INFORMATION

Tax Expenses (\$) \$ _____

Tax Year _____

Insurance Expenses (\$) \$ _____

Gross Scheduled Income (\$) \$ _____

Water/Sewage/Garbage (\$) \$ _____

Vacancy Rate (%) _____ %

Electrical Expenses (\$) \$ _____

Gross Adjusted Income (\$) \$ _____

Heating Expenses (\$) \$ _____

Total Expenses \$ _____ (Total from all Expenses)

Other Expenses (\$) \$ _____

Net Operating Income (\$) \$ _____

Cap Rate (NOI div by LP) (%) _____ %

Gross Rent Multiplier _____ LP div by GSI

INITIALS:

Seller

Date

Seller

Date

Broker

Date

Listing Address: _____

LAG # _____

SITE INFORMATION

_____	\$ _____	\$ _____
Lot Dimensions	Land Assessed Value (\$)	Improvements Assessed Value (\$)
_____	_____	_____
\$ _____	_____	_____
Total Assessed Value (\$)	Year Value Assessed (\$)	Free & Clear

ADD'L SITE INFORMATION

Sewer (2) <input type="checkbox"/> Available <input type="checkbox"/> Sewer Connected <input type="checkbox"/> Septic	_____	_____
	Site Frontage (Feet)	Depth of Lot
_____	_____	_____
Environmental Survey	Boundary Survey	Expansion Area
_____	_____	_____
Pad Ready	Number of Available Pads	Total Covered Parking
_____	_____	_____
	Water Source (3) <input type="checkbox"/> Community <input type="checkbox"/> See Remarks <input type="checkbox"/> Individual Well <input type="checkbox"/> Shared Well <input type="checkbox"/> Lake <input type="checkbox"/> Shares <input type="checkbox"/> Private <input type="checkbox"/> Water Catchment System <input type="checkbox"/> Public <input type="checkbox"/> Well Needed	Topography (3) <input type="checkbox"/> Level <input type="checkbox"/> Sloped <input type="checkbox"/> Wooded
Total Uncovered Parking	_____	_____

BUILDING INFORMATION

_____	_____	_____	_____
Approx. Office Square Feet	Approx. Whse/Mfg Square Feet	Approx. Bldg Square Feet	• Style Code
_____	_____	_____	_____
Foundation (3) <input type="checkbox"/> Concrete Block <input type="checkbox"/> Concrete Ribbon <input type="checkbox"/> Post & Block <input type="checkbox"/> Post & Pillar <input type="checkbox"/> Poured Concrete <input type="checkbox"/> See Remarks <input type="checkbox"/> Slab <input type="checkbox"/> Tie down	Loading (4) <input type="checkbox"/> 1-3 Bays <input type="checkbox"/> 4-6 Bays <input type="checkbox"/> 7+ Bays <input type="checkbox"/> 10' Doors <input type="checkbox"/> 10'-15' Doors <input type="checkbox"/> 15" Doors <input type="checkbox"/> Dock High <input type="checkbox"/> Grade <input type="checkbox"/> Ramp	Roof (3) <input type="checkbox"/> Built-Up <input type="checkbox"/> Cedar Shake <input type="checkbox"/> Composition <input type="checkbox"/> Flat <input type="checkbox"/> Green (Living) <input type="checkbox"/> Metal <input type="checkbox"/> See Remarks <input type="checkbox"/> Tile <input type="checkbox"/> Torch Down	Exterior (4) <input type="checkbox"/> Brick <input type="checkbox"/> Cement/Concrete <input type="checkbox"/> Metal/Vinyl <input type="checkbox"/> See Remarks <input type="checkbox"/> Stone <input type="checkbox"/> Stucco <input type="checkbox"/> Tilt-Up <input type="checkbox"/> Wood <input type="checkbox"/> Wood Products
_____	_____	_____	_____
Column Spacing	Ceiling Height	Building Condition	

ASSOCIATION INFORMATION

_____	\$ _____	_____
• Association	Association Dues	Association Dues Freq
_____	_____	_____

ACCESSORY DWELLING UNIT

_____	_____
Accessory Dwelling Unit	Detached Dwelling (Finished Square Feet)
_____	_____

INITIALS:

Seller

Date

Seller

Date

Broker

Date

Listing Address: _____

LAG # _____

INTERIOR INFORMATION

Energy Source (6)

- Electric
- Geothermal
- Ground Source
- Natural Gas
- Oil
- Pellet
- Propane
- See Remarks
- Solar Hot Water
- Solar PV
- Wood

Heating/Cooling (8)

- 90%+ High Efficiency
- Baseboard
- Ductless HP-Mini Split
- Forced Air
- Heat Pump
- HEPA Air Filtration
- Hot Water Recirc Pump
- HRV/ERV System
- Insert
- Radiant
- Radiator
- Stove/Free Standing
- Tankless Water Heater
- Wall

Floor Covering (5)

- Bamboo/Cork
- Ceramic Tile
- Concrete
- Engineered Hardwood
- Fir/Softwood
- Granite
- Hardwood
- Laminate
- Laminate Hardwood
- Laminate Tile
- Marble
- Other Renewable
- See Remarks
- Slate

- Stone
- Travertine
- Vinyl
- Vinyl Plank
- Wall to Wall Carpet

Features (8)

- Disabled Access
- Elevator
- Leased Fixtures
- Satellite
- Signage Included
- Sprinklered
- Storage
- Tenant Association

UTILITY / COMMUNITY

Water Company _____

Power Company _____

Sewer Company _____

Cable/TV Provider _____

Internet Service Provider _____

GREEN BUILDING INFO.

Green Certification (3)

- LEED™
- Northwest ENERGY STAR®
- Other - See Remarks

LEED™ _____

Northwest ENERGY STAR® _____

Construction Methods (2)

- Advanced Wall
- Double Wall
- Ins. Concrete Form (ICF)
- Post & Beam
- Standard Frame
- Steel & Concrete
- Strawbale
- Structural Ins. Panel (SIPs)
- Tilt-up

EPS Energy Score (0-99,999kWh) _____

HERS Index Score (0-150) _____

TENANT INFORMATION

UN1 Tenant 1 Descrp. _____	UN2 Tenant 2 Descrp. _____	UN3 Tenant 3 Descrp. _____
SF1 Approx. Sq.Ft. _____	SF2 Approx. Sq.Ft. _____	SF3 Approx. Sq.Ft. _____
LX1 Lease Expiration _____	LX2 Lease Expiration _____	LX3 Lease Expiration _____
RN1 Base Rent/Month \$ _____	RN2 Base Rent/Month \$ _____	RN3 Base Rent/Month \$ _____
NN1 Est. NNN/Month _____	NN2 Est. NNN/Month _____	NN3 Est. NNN/Month _____
US1 Type of Use _____	US2 Type of Use _____	US3 Type of Use _____
UN4 Tenant 4 Descrp. _____	UN5 Tenant 5 Descrp. _____	UN6 Tenant 6 Descrp. _____
SF4 Approx. Sq.Ft. _____	SF5 Approx. Sq.Ft. _____	SF6 Approx. Sq.Ft. _____
LX4 Lease Expiration _____	LX5 Lease Expiration _____	LX6 Lease Expiration _____
RN4 Base Rent/Month \$ _____	RN5 Base Rent/Month \$ _____	RN6 Base Rent/Month \$ _____
NN4 Est. NNN/Month _____	NN5 Est. NNN/Month _____	NN6 Est. NNN/Month _____
US4 Type of Use _____	US5 Type of Use _____	US6 Type of Use _____

_____ \$ _____

Total Square Feet Rented **Total Monthly Rent (\$)** **Total Monthly NNN**

INITIALS: _____
 Seller Date Seller Date Broker Date

Listing Address:

LAG #

REMARKS

Marketing Remarks. CAUTION! The comments you make in the following lines are limited to descriptions of the land and improvements only. These remarks will appear in the client handouts and websites. (750)

Confidential Broker-Only Remarks. Comments in this category are for broker's use only. (500)

- **Driving Directions to Property** (200)

INITIALS:

Seller

Date

Seller

Date

Broker

Date