



COMMERCIAL LISTING ADAPTATION FORM FOR LUTAR REALTORS

To submit prior listings to Realcomp II Ltd for inclusion in Realcomp II Ltd s MLS database, this form may be used.

All listings obtained by the subscribing agent/office post Realcomp II Ltd participation should be submitted to Realcomp II Ltd on approved Realcomp II Ltd listing profile forms. These forms can be obtained from Realcomp II Ltd or any Realcomp II Ltd Shareholder Board or Association and copied. You may also access the newest forms on line at no charge, go to www.realcomponline.com and under the Agent menu select Online Forms.

ADDITIONAL FIELDS FOR DATA ENTRY INTO REALCOMP II LTD. MLS – COMMERCIAL PROPERTIES

Current MLS #: _____					
Property Address (required): _____					
Listing Type (Check One): <input type="checkbox"/> A - EXCL. RIGHT TO SELL <input type="checkbox"/> B - EXCLUSIVE AGENCY		Level of Service (Check One): <input type="checkbox"/> A - FULL SERVICE <input type="checkbox"/> B - LIMITED SERVICE <input type="checkbox"/> C - MLS ENTRY ONLY		Services Offered (If "B" in Level of Service is Checked, select at least one below): <input type="checkbox"/> A - ARRANGE APPOINTMENTS <input type="checkbox"/> B - ACCEPT/PRESENT OFFERS <input type="checkbox"/> C - ADVISE ON OFFERS <input type="checkbox"/> D - ASSISTW/COUNTEROFFERS <input type="checkbox"/> E - NEGOTIATE FOR SELLER	
Office ID#:		Agent ID#:		Contact Name:	
Contact Phone number:	Agent Phone: (required)	List Date:	Expire Date:		
Directions (required):					Is this a Short Sale? (Required) YES NO
Total Number of Apartments:	Efficiencies:	1 Bedrooms:	2 Bedrooms:	3 Bedrooms:	
Conforms to Zoning:	Rental Certified:	Restrictions:	Encroachments (required):	Inventory List Available (required):	
Additional Documents: (required) YES NO	Photo (required): YES NO (do you want Realcomp to take a photo?)	Main Bldg Sq Ft (required):	Office Sq Ft (required):	Source of Sq Ft (required):	
Protection Period: (required)	Monthly Sales (required):	Ann Gross Income (required):	Ann Oper Exp (required):	Net Ann Income (required):	
Current Use (required):			% Currently Leased (required):	Inventory Included:	
Land Contract: YES NO (Required-if yes, complete line)	Down Payment: (must be numeric)	Interest Rate: (must be numeric)	Monthly Payment: (must be numeric)	Term: (must be numeric)	
Ownership: (required) A. Private Owned B. Bank Owned C. Government Owned E. Corporate/Relo. Y. Other/See Remarks	Exterior (required): A. Brick B. Aluminum C. Wood D. Cedar E. Vinyl F. Stone H. Block/Concrete I. Steel Y. Other	Architecture (required): A. 1 Story B. 1-1/2 Story C. 2 Story D. 3 Story Q. 4-10 Story R. 11+ Story S. Multi-Level	Terms Offered (required): A. Conventional B. Land Contract E. Cash F. Simple Assump. G. Assump – Lend App. J. Trade/Exchange K. Pur. Money Mtg. M. Lease w/Option N. Gross Lease O. Net Lease P. Double Net Lease Q. Triple Net Lease R. Auction	Office Heating (required) : A. Forced Air B. Baseboard C. Hot Water D. Steam E. Gravity F. Radiant G. Heat Pump H. Space Heater I. Floor Furnace J. Zoned K. Central Air L. Window/Wall Unit M. Water Cooling N. Exhaust Fan Y. Other	Plant Heating (required): A. Forced Air B. Baseboard C. Hot Water D. Steam E. Gravity F. Radiant G. Heat Pump H. Space Heater I. Floor Furnace J. Zoned K. Central Air L. Window/Wall Unit M. Water Cooling N. Exhaust Fan Y. Other
Offerings (required): A.. Business Only B. Real Estate Only C. Business & Real Estate D. Inventory Included E. Inventory Not Included	Fuel Type (required): A. Gas B. Oil C. Electric D. LP Gas E. Solar F. Coal G. Wood I. Propane J. Heat Pump	Access (required): A. Appointment B. Key C. Lockbox D. Appt/Key E. Appt/Lockbox	Water Heater: A. Gas B. Electric C. Oil D. LP Gas E. Solar F. Geo Thermal I. Propane J. Heat Pump	Road (required): A. Paved B. Gravel C. Private D. Public Sidewalk E. Class A F. Class B G. Class C H. Class D	Water & Sewer (required): A. Municipal B. Well C. Community D. Water at Street E. Sewer Sanitary F. Sewer at Street G. Septic H. Retention Pond I. Storm Drain J. Comm Septic K. 3 rd Party - Unknown
Foundation (required): A. Basement B. Crawl C. Slab E. Pilings F. Heavy Duty Footings	Zoning (required): A. Residential B. Office C. Multi-Family D. Commercial E. Light Industrial F. Heavy Industrial G. Agricultural H. Recreational I Multiple				